

TOWN OF WAYLAND



ANNUAL REPORT

TWO HUNDRED AND
FORTY-FORTH YEAR

JULY 1, 2023 THROUGH
JUNE 30, 2024

2024





ANNUAL REPORT FOR THE TOWN OF WAYLAND

FOR ITS TWO HUNDRED AND
FORTY-FOURTH MUNICIPAL YEAR
JULY 1, 2023 TO JUNE 30, 2024

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SELECT BOARD

The Wayland Select Board has broad authority over matters not delegated by statute or bylaw to another town government entity. The Select Board, acting through its Town Manager, is responsible for operations of several departments and activities, including building, facilities management, police, fire, finance, treasurer, legal matters, disposition of real property, human resources, and collective bargaining matters, and is advised by appointed committees on wastewater treatment, senior programs, youth services, conservation matters, economic development, and human resources diversity, equity, and inclusion. Select Board members generally do not have authority over policy and services directed by elected boards with statutory duties and responsibilities such as schools, assessment, and library. Public works functions, including roads, water, parks, cemeteries, solid waste disposal and recreation services are administered through the Town Manager, with policy and rate-setting authority vested in elected boards.

Summary of Activities and Accomplishments

1. Housing and Development:
 - a. Saint Ann's 40B Housing Project: Issuance of the building permit for Saint Ann's housing development, which extended Wayland's Safe Harbor until July 2025 under the Chapter 40B State requirements for affordable housing;
 - b. MBTA Communities Act: Supported the Planning Board's MBTA overlay zoning plan to ensure Town's compliance as an MBTA-adjacent community with the 2021 MBTA Communities Act;
 - c. Council on Aging (COA)/Community Center: Successfully broke ground for the construction of the COA/Community Center designed to host Council on Aging, after-school, recreation, veteran, and community sponsored activities.
2. Policies and Procedures:
 - a. Implementation and Transition to Town Manager Act: Updated the Chapter 43 of Town Code to be in compliance with the Town Manager Act;
 - b. Annual Town Meeting: Successfully organized and oversaw a Special Town Meeting on December 4, 2023 and the Annual Town Meeting on May 13 and 14, 2024, including distribution of the 2024 Annual Town Meeting Warrant;
 - c. Board Appointments: Appointed residents to committees and boards as required by Town Code;
 - d. Meetings: Convened regularly for meetings throughout the year. The Board included public comment in its agenda as well as correspondence from the public;
 - e. Liaison Positions: Select Board members collectively served in "liaison" positions to over 30 boards/committees/organizations throughout town.
3. Contracts and Negotiations:
 - a. Negotiations/Collective Bargaining: Through its Town Manager, the Select Board completed the negotiations/collective bargaining of town and school labor groups, including the New England Police Benevolent Association, Wayland Library Staff Association, American Federation of State, County and Municipal Employees (AFSCME) and the Teamsters;
 - b. Utility Contract Approvals: Approved necessary contracts to continue operating all necessary utility functions within town owned facilities.
4. Equity and Inclusion Participation:
 - a. Financially supported community activities and assessments designed to bring the community of Wayland closer together. Such support included local festivals and events, initiating a town-wide equity assessment, and working with the Department of Justice's Community Relations Service to implement a City-Site Problem Identification and Resolution of Issues Together (SPIRIT) event and subsequent council.
5. Oversight of Legal Claims:
 - a. Select Board in conjunction with Town Counsel, oversaw and continues to oversee legal matters that are being litigated or arbitrated, including issues with third-parties and town-related parties.



6. Community Engagement:

- a. Select Board members met and spoke at town-focused events including, festivals, commemorations, ground breakings, and holiday events;
- b. Select Board members attended and/or participated in swearing-in events for town employees including new firefighters and police officers.

Goals for FY24

- Establish effective governance mechanisms by the Select Board, including implementation of the Town Manager Act
- Advance the creation of affordable housing per the Housing Production Plan
- Develop long-range asset maintenance and capital improvement plan
- Advance Wayland's work to be equitable and inclusive
- Create effective communication with citizenry
- Plan for and respond to the effects of climate change within the Town
- Promote economic development on the Route 20 corridor
- Review, amend, and/or create Town policy, starting with financial policies

The Board would like to extend its heartfelt gratitude to Adam Gutbezahl, who concluded his three-year term on the Board on May 14, 2024, and welcome new member, Doug Levine, who previously served on the Board from 2017 to 2020.



GENERAL INFORMATION

Form of Government	Open Town Meeting		
Town Website	www.wayland.ma.us		
Population	14,017		
Number of Households	5,924		
Polling Locations (2024)	Wayland Town Building (Precincts 1 and 4) Wayland Middle School (Precincts 2 and 3)		
Polling Hours	7:00 A.M. – 8:00 P.M.		
Current Tax Rate	\$15.52		
School Enrollment	Claypit Hill Elementary.....498 Happy Hollow Elementary.....331 Loker Elementary.....364 Wayland Middle School.....670 Wayland High School.....805 TOTAL ENROLLMENT.....2666		
Land Area - Town of Wayland	15.28 Square Miles		
Transfer Station Hours: (Except Holidays)	Tuesday	8:00 am	- 4:00 pm
	Thursday	7:00 am	- 4:00 pm
	Saturday	7:00 am	- 4:00 pm
Library Hours: (School Year)	Monday – Thursday	9:00 am	- 9:00 pm
	Friday	9:00 am	- 6:00 pm
	Saturday	10:00 am	- 5:00 pm
	Sunday	2:00 pm	- 5:00 pm
Town Building Office Hours:	Monday	8:00 am	- 7:00 pm
	Tuesday – Thursday	8:00 am	- 4:00 pm
	Friday	8:00 am	- 12:30 pm
Town Building Office Hours June 24 – Aug 30 (2024):	Monday	8:00 am	- 7:00 pm
	Tuesday – Thursday	8:00 am	- 5:30 pm
	Friday	CLOSED	



FEDERAL AND STATE OFFICIALS REPRESENTING WAYLAND

United States Senators in Congress

Elizabeth Warren – D
317 Hart Senate Office Building
Washington DC 20510
(202) 224-4543

Edward J. Markey – D
255 Dirksen Senate Office Building
Washington DC 20510
(202) 224-2742

Representative in Congress, Fifth Congressional District

Katherine Clark – D
116 Concord Street, Suite 1
Framingham, MA 01702
(508) 319-9757

State Senator, Middlesex and Worcester

James B. Eldridge – D
24 Beacon Street, Room 511-C
Boston, MA 02133
(617) 722-1120

Representative in General Court, Thirteenth Middlesex District

Carmine L. Gentile – D
24 Beacon Street, Room 39
Boston, MA 02133
(617) 722-2810

Representative in General Court, Fifth Middlesex District

David Paul Linsky – D
24 Beacon Street
Room 167
Boston, MA 02133



ELECTED TOWN OFFICIALS

<u>ELECTED TOWN OFFICIAL</u>	<u>NAME</u>	<u>TERM EXPIRES</u>
MODERATOR	Miranda S. Jones	2026
SELECTMEN	William Whitney, Chair	2026
	Carol B. Martin, Vice Chair	2027
	Thomas J. Fay	2025
	Anne Brensley	2026
	Doug Levine	2027
SCHOOL COMMITTEE	Erin Gibbons, Chair	2025
	Besty Cullen	2027
	Erin Mueller	2026
	Christina Rodrigo	2026
	Kate Sambuco	2027
ASSESSORS	Zachariah L. Ventress, Chair	2027
	Philip Parks, Vice Chair	2026
	Massimo Taurisano	2026
	Douglas McNeilly	2027
	Steven Klitgord	2025
PLANNING BOARD	Jennifer Steel, Chair	2025
	Anette S. Lewis, Vice Chair	2027
	Jesse Newsberry	2025
	Larry R. Kiernan	2026
	Robin Borgestedt	2029
	Albert I. Montague, Jr.	2028
BOARD OF HEALTH	Robert DeFrancesco, Chair	2027
	Johnathan Storer	2026
	Genevieve Anand	2025
	Brett Mordas	2027
TRUST FUND COMMISSIONERS	Adam Garrett Gutbezah, Chair	2024
	Robert Fox	2025



	Barry Rothschild	2026
LIBRARY TRUSTEES	Aida A. Gennis, Chair	2026
	Leah B. Hart, Vice Chair	2026
	Elaine Donnelly	2025
	George W. Treese	2027
	Emily Weitraub	2025
	Candace Hetzner	2027
BOARD OF PUBLIC WORKS	Michael B. Wegerbauer, Chair	2025
	George Uveges	2026
	Tsung Chang	2025
	Michael Spelman	2027
	Judy Ling	2027
RECREATION COMMISSION	David B. Pearlman, Co-Chair	2027
	Asa B. Foster, Co-Chair	2025
	Thruston Wright, III	2025
	Mark A. Norton	2026
	Kelly S. Pierce	2026
HOUSING AUTHORITY	Susan Weinstein, Chair	2025
	John Thomas, Co-Chair	2028
	Russ A. Ashton, Treasurer	-
	Mary M. Antes	2027
	Denise Fortin, Tenant Commissioner	2029



APPOINTED TOWN OFFICIALS

<u>BOARD/COMMISSION</u>	<u>NAME</u>	<u>TERM EXPIRES</u>
Trustee of the Allen Fund	Select Board	2025
Audit Committee	Samantha Shullo	2026
	Michael German	2026
	Yutian Zhang	2026
	Klaus Shigley	2025
Community Preservation Committee	Susan Weinstein, Chair	2025
	Doug Stotz, Vice Chair	2025
	Maureen Cavanaugh, Clerk	2026
	Michael P. Lowery	2025
	Katherine Gardner-Westcott	2025
	Albert I. Montague Jr.	2025
	Sean P. Fair	2026
	Lesley Stewart	2025
	Judy Ling	2027
Conservation Commission	Sean P. Fair, Chair	2027
	Barbara Howell, Vice Chair	2027
	Luke Legrere	2026
	Jenny Brown	2026
	Jennifer Pearlman	2025
	Shannon Fischer	2026
	Thomas A. Davidson	2025
Constables	William Pickett	2025
	Louis Gaglini	2025
Council on Aging Board	Elizabeth Soule, Chair	2027
	William Sterling, Vice Chair	2025
	Mary M. Antes	2027
	Judy Currier	2026
	Denise N. Yurkofsky	2025
	Ellen Scult	2026
	Elizabeth A. Patterson	2027
	Frank Kennedy	2025
	Carol Glick	2026
Cultural Council	Pallavi Nagesha, Chair	2026
	Dona Mitra	2026
	Charles Bent	2026
	Maryam Libdi	2026
	Marie Isenburg	2025
	Naresh Mysore	2025
	Alyssa Ao (non-voting member)	2027



Design Review Advisory Board	William Sterling, Chair	2027
	Leisha Johnson, Clerk	2024
	Marjorie Ford	2024
	Tatiana Person	2027
	Robin Borgestedt	2027
Dog Control Appeals Board	Susan Koffman	2027
Dog Control Officer/Animal Inspector (nominated by the State)	Jennifer Condon	
Economic Development Committee	Rebecca M. Stanizzi, Chair	2025
	Jesse Lopez, Vice Chair	2026
	Nick Zafiropoulos, Clerk	2025
	Katie Noble Harris	2027
	Karen Kelly	2026
	Val Ilchenko	2027
Energy and Climate Committee	Anne Harris, Co-Chair	2025
	Ellen R. Tohn, Co-Chair	2026
	Paul Dale	2026
	Neil Gordon	2027
	Tom Sciacca	2026
	William Huss	2025
	John Harper (non-voting)	No Expiration
	Tara Sawrikar (non-voting)	2025
Fence Viewers	Select Board	
Field Drivers	Constables	
Measurers of Wood and Bark	Paul Doerr	2024
	Gary Slep	2024
	John R. Sullivan	2024
Finance Committee	Michael Hoyle, Chair	2027
	Brian O'Herlihy, Vice Chair	2025
	Pamela Roman	2025
	Phil Guidice	2027
	Iris Hoxha	2026
	Carl Barnes	2026
	April Methot	2026
Finance Committee Appointing Board	Cherry C. Karlson	-
	William Whitney	-
	Miranda S. Jones	-
Sanitarian, Health Agent	Darren MacCaughey	2024
Inspector of Milk	Julia Junghanns	2024
Food Inspector	Beth Grossman	2024



Historical Commission	Katherine Gardner-Westcott, Chair	2025
	R. Richard Conard	2027
	Tonya Largy	2027
	Ann Gordon	2025
	Amanda Ciaccio	2026
	Sherry Anne Bryant	2027
	Bradford Carver	2027
Historic District Commission	Greg Dale, Chair	2025
	Margery F. Baston, Vice Chair	2025
	Seema Mysore	2025
	Alex Finlayson	2026
	Lynn Cohen	2027
	Gretchen Schuler	2027
Housing Authority	Susan Weinstein, Chair	2025
	John Thomas, Co-Chair	2028
	Russell A. Ashton, Treasurer	-
	Mary M. Antes	2027
	Denise Fortin	2029
Housing Partnership	Rachel Bratt, Co-Chair	2026
	Jacqueline Espiritusanto-Vega	2026
	Janot Mendler De Suarez	2027
	Candace Hetzner	2025
	Katherine Vanderpool Provost	2027
	Mary M. Antes	2026
Human Rights, Diversity, Equity, and Inclusion Committee	Karen Blumenfeld, Chair	2026
	Heather Pineault, Vice Chair	2027
	Jessica Schendel, Clerk	2025
	Eunjee Kang	2025
	Maya Raj	2026
	Kanmani Sekhar	2025
	Alyssa Ao	2027
	Mei-Ling Ellerman	2025
	Asma Khan	2025
	Mary Ann Borkowski	2026
	Janot Mendler de Suarez	2026
	Yauwu Tang	2027
Local Emergency Planning Committee	Neil McPherson	2027
	Thomas Holder	2027
	Michael McCall	2026
	Huaibin Lu	2025
	Julia Junghanns	2027
	Brian Boggia	2026



Municipal Affordable Housing Trust Fund Board	Mike Staiti, Chair	2026
	Jacqueline Espiritusanto-Vega, Vice Chair	2025
	Mary M. Antes	2025
	Anne Brensley	2025
	Susan Weinstein	2025
Permanent Municipal Building Committee	Patrick Rowe, Chair	2025
	Michael Gitten	2024
	Brian Chase	2026
	Mark Foreman	No Expiration
	Eric Sheffels	2025
	Tonya Largy	No Expiration
	Elisa J. Scola	No Expiration
	Angela Young	No Expiration
	Andrew Steneri	2026
Personnel Board	Greg Lusky	No Expiration
	Maryanne Peabody	2027
	Paul Morenberg	2028
	Mary Ellen Castagno	2026
	Jill Zukerman	2025
Public Ceremonies Committee	Richard P. Turner, Chair	2026
	Joseph Berkawitz	2025
	Cynthia Miller	2026
	Donna Bouchard	2025
	Rodrick McLean	2027
Board of Registrars	Kristopher Aleksov	2025
	Rick Capasso	2026
	Catherine A. Radmer	2027
	Trudy Reid	2025
River Stewardship Council	Tom Sciacca	-
	Eric Simms, Alternate	-
Route 20 South Landfill Advisory Committee	Michael Spelman	2025
	Erin Gibbons	2025
	Albert I. Montague Jr.	2025
	Clifford Lewis	2025
	Brad Young	2025
	David Pearlman	2025
	Thomas Fay	2025
	Acima Cherian	2025
Senior Tax Relief Committee	Markey Burke, Chair	2026
	Anne Gilbert, Clerk	2025
	Pauline Dicesare	2027
	Joan Bradford	2026
	Valerie Rose Thompson	2025
	Steven Klitgord	2027
	Joel Rosenhaus	2026



Surface Water Quality Committee	Thomas Klem, Chair	2026
	Jack Carr	2027
	Steve Garone	2026
	Carole Plumb	2025
	Thomas J. Largy	2027
Surveyors of Lumber	Judy Currier	2024
	Susan W. Pope	2024
Veterans Grave Officer	Richard P. Turner	Permanent
Wastewater Management Commission	Michael Gitten, Chair	2025
	Darrin Bock	2027
	Tsung Chaing	2026
Youth Advisory Committee	Caroline Hanlon	2027
	Rebecca Cho	2026
	Det. Tyler Castagno	2027
	Lening Li	2026
	Pam Cerne	2025
	Heidi Ellis	2025
	Lisa Raftery	2026
Zoning Board of Appeals	Shaunt Sarian (associate)	2026
	Hunter Perry	2026
	Aida A. Gennis	2026
	Adam Hirsh	2027
	Justine Paul	2027
	Thomas William White	2027



GENERAL GOVERNMENT

Town Clerk

Department Head: Trudy L. Reid, Town Clerk
Assistant Town Clerk: Theresa (Terry) Mansfield
Department Assistant (Part-Time): Vacant

Purpose and Duties

The Town Clerk is the Chief Election Official for the Town of Wayland and is responsible for: all elections, to include state and local. The Town Clerk is also responsible for the certification of town meeting and election votes, administers the State's Conflict of Interest and State Ethics annually, maintains campaign finance reports annually; submits zoning by-law and general by-law changes to the Attorney General after each town meeting when appropriate, and coordinates the Jury List to the Secretary of State. The Town Clerk is also the Chief Public Records Officer for all Town Hall departments, including Fire and Police, with the exception of the School Administration. As required by MA General Law, the Town Clerk serves as the Clerk on the Board of Registrars.

The Town Clerk and the Assistant Town Clerk are responsible for conducting voter registration sessions, updating the voter list, certifying petitions and nomination papers, registering and recording birth, marriage and death records, recording marriage intentions, preparing monthly reports to Vital Statistics in Boston, and performing genealogical research when requested. The Town Clerk's Office also conducts the annual town census, prepares the annual street listing; administers dog registrations, doing business as certificates, raffle permits, certifies the residency of veterans' who qualify for state bonuses, receives board and committee meeting postings, administers and records oaths of office to town officials;.

Summary of Activities and Accomplishments

Cleaning of the vault – Sept 2023 – With the approval of the Town Manager, the Town Clerk's Office worked with the majority of the Departments to host a "shredding day". At the end of the day, over 800 boxes were shredded, following the retention schedule and the approval of the Attorney General's Office.

Presidential Primary- Advance Removal March 2024 - State Elections now allows City and Town Clerk and Election Commissioners to do "advance removal" prior to an election of vote by mail ballots. This process consists of a team of election workers under the direction of the Town Clerk to remove a number of vote by mail ballots from their envelope. A report of the process is maintained in order to ensure a check and balance. On Election Day, the ballots that were part of the advance removal were processed by the Election Workers by "casting" of these ballots into the appropriate tabulator.

The Town of Wayland held their Annual Town Meeting and Annual Town Election in May with great success. This year also saw a Special Town Meeting in December 2023 called by petitioners.

The Town Clerk submitted a grant application to the Community Preservation Committee for preserving historical records that are kept by the Town Clerk. At the Annual Town Meeting, approval was voted on \$100,000 for this project.

On Line Public Records Request Access – The Town Clerk, working with RequestFOIA, was able to get software added to the Town in order for the request of public records to be made on line. This system allows the tracking of the requests, and the software enables the requesters and the Town Departments to communicate in an effective way in order to process the public records requests in a timely manner.

Enhanced Election Security

- Trudy Reid, Town Clerk was 1 of only 4 clerks chosen statewide to participate in a special election security workshop in Boston sponsored by CISA and the National Association of Secretaries of State and the National Association of State Election Directors. "Tabletop the Vote 2023: National Election Exercise". This was an opportunity for federal partners, state and local election officials, and vendors to identify and share best practices and areas for improvement related to election security.



Your Town Clerk and Assistant Town Clerk both belong to the MA Town Clerk's Association, the Middlesex Town & City Clerk Association, and the North Shore City and Town Clerk Association. These memberships allow us to provide Wayland with the best professional services by attending conferences and educational programs to stay abreast of the ever-changing responsibilities of the Town Clerk's Office, especially around elections. The Town Clerk and the Assistant Town Clerk are Notary Publics, as well as Justices of the Peace.

Registered voters as of June 30, 2024 – 10,516

Democrats – 2,878 Libertarians – 21 Republicans – 785 Unenrolled – 6,800 All Others - 32

Statistics for FY24

Annual Town Meetings / Annual Town Elections & State Elections

Special Town Meeting – December 6, 2023 – Attendance = 361

Presidential Primary – March 5, 2024 – Voters = 3,355 (31.9%)

 Democrats – 2,027

 Libertarians – 18

 Republicans – 1,310

Annual Town Election – May 7, 2024 – Voters = 1,082 (10.2%)

Annual Town Meeting – May 13, 2024 – Attendance = 240

 May 14, 2024 – Attendance = 427

Number of Registered Dogs – 1,499

Number of Births - 105

Number of Marriages - 23

Number of Deaths - 262

Goals for FY25

1. The Town Clerk's Office continues to organize the vault which should always be an on-going process, working with departments in order to retain important documents for the Town of Wayland in an orderly way.
2. The Town Clerk with the approval of the Wayland Historical Commission to rehabilitate, conserve and preserve the Town's permanent records that are more than 50 years old.
3. Advance Deposit – Elections. In addition to advance removal, the State Law allows for advance deposit of vote by mail ballots. In addition to the removal, this process allows election workers under the direction of the Town Clerk, to process the vote by mail ballots into the tabulators prior to Election Day. This greatly reduces the work load for the election workers on Election Day.
4. By-law Re-codification - Included in the FY25 Budget was a line item for the Town Clerk to work with General Code (current vendor for the Town's ecode (online bylaws) to re-codify the Town's bylaws after more than 20+ years. This project will take 12-18 months



Town Building – Gymnasium will be the new singular polling location for Wayland in 2025

The Town Clerk, the Assistant Town Clerk and our current Department Assistant looks forward to providing services to the residents of Wayland in the year to come, and we greatly appreciate the support and appreciation we receive from the Town Manager, Select Board, and the many residents of Wayland.

Respectfully Submitted,
Trudy L. Reid, CMMC
Town Clerk



Information Technology

The Information Technology Department (IT) provides centralized information technology services to town government and school department users. It maintains all enterprise-wide municipal computer applications. IT also manages the fiber optic, wired, and wireless networks in all town and school department buildings. These networks connect thousands of users to both cloud based and on premises resources.

Additionally, we maintain and support current software and hardware as well as procure and implement new software and hardware solutions. The IT department's mission is to provide town employees with the operational and decision support tools needed to effectively and efficiently transact day to day business as well as predict and plan for future needs. We strive to provide residents, taxpayers, volunteer board members and other stakeholders with easy access to timely, relevant and accurate information. Our aim is to provide systems that allow the public to transact business with the Town with the minimum possible burden while also protecting the town's information assets from loss and disclosure to unauthorized parties.

Another major role is to provide technical support, assistance and training to employees as well as volunteer board and committee members. During FY24 the IT team handled 2024 (coincidence) requests for assistance which represented an increase of 4.3 percent over FY23.

Some major accomplishments over the year included replacement and upgrade of all of the wired and wireless networking equipment in all three elementary schools as well as replacement of the networking equipment and telephone system at the public library.

Electronic Voting Implementation Subcommittee

Chair: Dave Bernstein

Committee Members:

- Alan Reiss
- Don Schuler
- Jon Sieber
- Larry Krakauer
- Lynne Dunbrack
- Trudy Reid (Wayland Town Clerk)

Ex-Officio and Liaisons:

- Miranda Jones, Moderator
- Tom Fay, Select Board member
- Doug Levine, Select Board member

Committee's Purpose and Duties:

The mission of the Electronic Voting Implementation Subcommittee (ELVIS) is to advise the Moderator on the accurate and effective use of Electronic Voting at Wayland Town Meetings.

- Oversee the implementation and deployment of electronic voting at Annual and Special Town Meetings
- Investigate the acquisition and deployment of remote participation in Wayland Town Meetings
- When appropriate, support Wayland's selection of an electronic voting service provider
 - Prepare electronic voting system requirements and specifications for inclusion in a Request for Proposal (RFP) to be issued by the Town Manager or his/her designee
 - Identify potential bidders and solicit proposals
 - Analyze the technical component of submitted proposals, and identify the best proposal



Summary of Activities and Accomplishments

2023-07-26 the Chair presented Remote Participation to Sen. Eldridge (Middlesex & Worcester) and Sen. Jacob Oliveira (Hampden, Hampshire and Worcester)

2023-09-06 Public ELVIS meeting

- Reviewed, improved, and approved the draft FY23 ELVIS Annual Report
- Reviewed the status of Remote Participation
- Reviewed, improved, and approved the proposed version 2 of the Requirements for Remote Participation

2024-01-17 the Chair presented Remote Participation to Valery Cox (Town Clerk, Lincoln)

2024-01-30 the Chair presented Remote Participation to Alyssa Robinson (League of Women's Voters, Acton; Chief Information Security Officer, Hub Spot)

2024-05-09 public ELVIS meeting

- Reviewed our responsibilities during the upcoming Annual Town Meeting
- Reviewed the status of Remote Participation
- Reviewed, improved, and approved the proposed version 3 of the Requirements for Remote Participation

2024-05-13 and 2023-05-14: Annual Town Meeting at 6:45 PM in the High School Field House

- 36 Articles
- 240 check-ins on 2024-05-13, 427 check-ins on 2024-05-14
- Electronic Voting Problems: 0
- Failed Handsets: 0

Goals for FY25

- Advise the Moderator on the accurate and effective use of Electronic Voting at Wayland Town Meetings:
- Oversee the implementation and deployment of electronic voting at Annual and Special Town Meetings
- Support Wayland's effort to make Remote Participation at Open Town Meetings legal

Respectfully Submitted,
Dave Bernstein, Chair
Electronic Voting Implementation Subcommittee

Personnel Board

Chapter 43 of the Code of the Town of Wayland defines the role of the Personnel Board to be the development and administration of the Wage and Salary Classification Plan and personnel policies and procedures in cooperation with the affected Town boards and departments. In addition, the Board is charged with approving all pay or classification changes of Town employees; negotiating collective bargaining agreements for the Town (up until the passage of the Town Manager Act); reviewing the operation of the Wage and Salary Classification Plan, approving job descriptions and recommending appropriate changes to Town Meeting.

Maryanne Peabody served as Chair from January 1, 2023, to June 30, 2024. Also, serving on the Board were Deborah Cohen, Mary Ellen Castagno, Jill Zukerman and Paul Morenberg.

This year the Board continued working on a wide range of topics.

- Review and Re-write Personnel Bylaw Chapter 43 per Article 8 approved by Wayland Annual Town Meeting of May 1, 2023.

In 2023, Town Meeting had appropriated \$30,000 to engage the services of a consultant to work with the Town Manager in consultation with the Personnel Board and Select Board for the purpose of reviewing and recommending changes to the Chapter 43B - Personnel Bylaw to be consistent with the Special Act of 2022, the Select Board/Town Manager Act. Seeing that no consultant had been hired, Personnel Board members researched 26 Massachusetts towns with Town



managers and how those towns had handled such revisions (research data attached). The Personnel Board submitted recommendations to the Select Board and Town Manager. The Select Board presented a revised bylaw to Town Meeting at the 2024 Annual Town Meeting. Town Meeting approved the bylaw.

- Re-classifications of several existing positions with updated job descriptions including the positions of: Library Director, Town Engineer, Assistant Treasurer/Collector, DPW Transfer Station Operations Supervisor, Executive Assistant to the Town Manager, Management Analyst, Human Resources Assistant, and Administrative Assistant (Fire Department).
- Setting wage classifications of new positions and approving job descriptions for new positions including Recreation Program Assistant and DPW Administrative Coordinator.
- Held Step 2 Union Grievance Hearings presented to the Town by the unions.
- Vacation carryover requests presented by unionized employees as per their collective bargaining agreements.
- Approved salary offers of new employees hired above Step 3 on their pay scale.
- The Board provided guidance on salary offers for roles that are difficult to recruit.
- Requested and supported a warrant article for the Town to hire a consultant to conduct a comprehensive Wage and Salary Classification Study that was overdue.
- Reviewed personnel policies for non-union employees including Personal Leave, Holiday Policy, Bereavement Leave and Leave of Absence policies. Also reviewed Equal Employment, Americans with Disabilities, and Protection from Retaliation policies for all town employees



The restored train order signal rising above the Wavland Depot was funded by Community

Respectfully submitted,
 Maryanne Peabody, Chair
 Town of Wayland Personnel Board

Historical Commission

As the only Town of Wayland authority charged with town-wide preservation responsibilities, the Wayland Historical Commission (WHC) identifies, evaluates, and protects Wayland's historical, cultural, and archaeological resources. To fulfill our mission, we often collaborate with other groups, including the Wayland Department of Public Works, the Facilities Department, the Town Engineer, the Wayland Free Public Library, the Wayland Cultural Council, state officials, private organizations, and neighboring towns. Here is a summary of our work during FY24.

Archaeology

- Continued working in the Archaeology Lab to repackage and re-label artifacts stored in the Lab from two Wayland sites known as the Sand Hill and Castle Hill projects. WHC is grateful for ongoing help on this massive project from several committed volunteers, including Mary Antes, David DeMello, Kathy McGrath, and Margaret Hill. To acknowledge their contributions, a photo of the members and volunteers who work in the Lab now hangs in the office with a plaque.
- Continued data entry work to catalog artifacts, creating the first detailed computerized records of our collection.



- At the request of the Massachusetts Historical Commission, visited the future site of the Veritas School at 167 Cochituate Road to assess possible sensitivities in the landscape. Summarized findings in a letter to MHC, resulting in a determination that a more in-depth review is required.
- Monitored assessment of the St. Ann's site by Public Archaeology Lab (PAL), which determined that although there is some evidence that Indigenous People were present on the property at one time, the site has been sufficiently disturbed over time and no longer warrants protection.
- With permission from the homeowner, monitored digging at a private construction project near a site known to be archaeologically sensitive.
- Managed production of an educational video about archaeology featuring a young man who grew up in Wayland and was influenced by archaeo-botanist Tonya Largy, a founder of the Wayland Archaeology Research Group, and a long-time member of the WHC.
- Returned some artifacts to neighboring towns, including Sudbury and Framingham.
- Gave a tour of the Lab and our work to a representative of the Veritas School.
- Received new doors and locks for both the Lab and Office.

Railroad and Rail Trail

- Oversaw the restoration and installation of the train order signal at the Wayland Depot, including two steel signal blades, two cast-iron spectacles on top of the pole with red, yellow, and green lenses, a lantern on top of the mast (restored at no cost by Yankee Lighting Workshop's Scott Sweeney), and signal control levers inside the Depot, custom-fabricated by a blacksmith. This six-year project, funded by Wayland's Community Preservation Act historic preservation fund and approved at Town Meeting in May, 2018, was near completion at the end of FY24.
- Organized and recruited volunteers for a fall and spring brush clearing at the Depot site, including use of a brush mower in the fall to mow the railroad site, engine house site, siding behind State Road Autobody, and siding behind the Freight House. Our thanks to DPW for their help with this work.
- WHC member Richard Conard gave tours of the Railroad site on Oct. 14, 2023 to two groups totaling around 20 people, as part of the Mass Central Rail Trail conference.
- Applied for and received a grant from the Wayland Cultural Council for the cost of an interpretive vinyl wrap on the signal cabinet at Tower Hill. Began repair work on the cabinet itself to prepare for the installation of the artwork.

Cemeteries

- Received and reviewed three proposals in response to our RFP for preservation work on more than 1,000 stones in Wayland's three town cemeteries. This is a CPA-funded historic preservation project approved at Town Meeting in May 2023.
- Based on vendor submissions and extensive reference checks,



More than 1,000 gravestones in North, South, and Lakeview Cemeteries are receiving preservation, restoration, and cleaning, thanks to a CPA-funded project of the Wayland Historical Commission. These before and after photos show the grave of Sarah Jane Whittemore, who died in 1854 at age 17.



selected Epoch Preservation as our vendor.

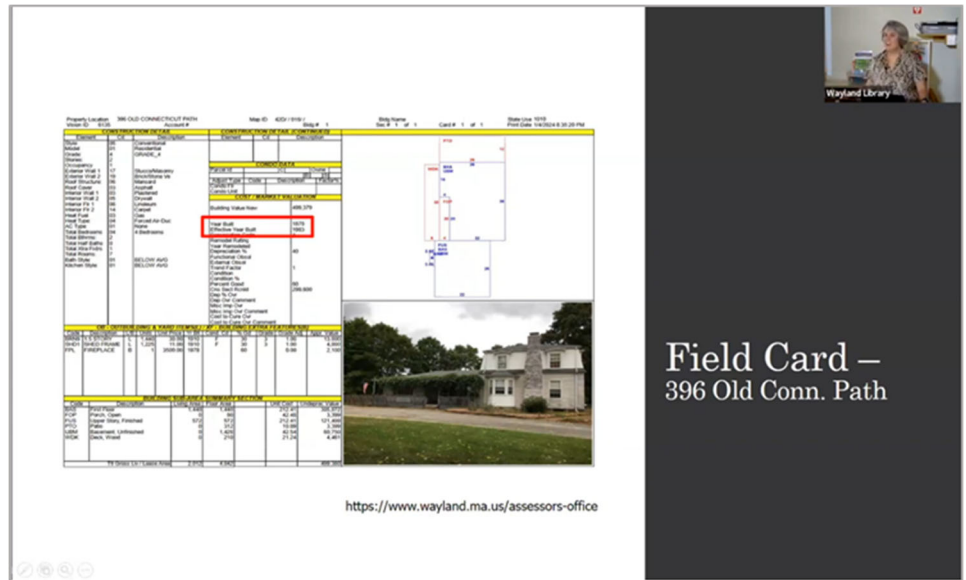
- Held several planning meetings with Epoch during winter months before work could begin on this two-year project.
- Work began in spring 2024. WHC members oversee and monitor the work, review invoiced work in the field before approving payment, and help support and troubleshoot for Epoch staff.
- Coordinate and communicate with DPW staff on the cemetery project to ensure Epoch is not impeding their work, and vice versa.

House Plaques

- Identified and evaluated several vendors of historic house plaques, and selected our preferred vendor based on quality and price.
- Reviewed and verified applications, and coordinated the creation and purchase of house plaques for:
 - 148 Plain Road
 - 105 Plain Road
 - 5 Stanton St.
 - 117 Commonwealth Road

Community Preservation and Education

- Reviewed and evaluated proposals and wrote letters of support for applications for CPA funding, including for work restoring Stone's Bridge, replacing the HVAC system at the Grout-Heard House, and preservation work on items in the Wayland Library's collection.
- Monitored progress on planning for the restoration of Stone's Bridge, including the bidding process and contract award.
- Met with and wrote a letter of support for the Town Engineer Abigail Charest who applied for state grant funding to evaluate the Dudley Pond watershed area and its existing infrastructure.
- Held several meetings with interested people to discuss the creation a railroad interpretive site at the Rail Trail, including Select Board member Tom Fay, Cultural Council Chair Pallavi Nagesha, Historical Society representative Bonnie Gossels, Town Manager Michael McCall, and Town Planner Robert Hummel.
- Worked with Bill Sterling and others involved in planning for the new Community Center to collaborate on the creation of exhibits for the four display units in the new building. The opening displays, to be created by Rachel Robinson, a professional exhibit designer and director of the Sudbury Historical Society, will be on Native Americans of New England.
- Sponsored a talk on *Researching Your House History* by Marian Pierre-Louis in collaboration with the Wayland Library. More than 200 people registered to attend either in-person or online. The recording is available on WayCam.
- Worked on the development of interpretive signs for the site of the Castle Gate Pillars and for the trails in Dudley Woods.



In June, 2024, more than 200 people attended, in-person and online, "Researching the History of Your House," with Marian Pierre-Louis. Using a Wayland home, she demonstrated how to use available resources to uncover a home's past. Her talk was co-sponsored by the WHC and the Wayland Public Library.



Historic District Commission

The Wayland Historic District Commission (WHDC) can have up to seven members appointed by the Select Board. Two non-contiguous districts – Wayland Center and Bow Road – are under the WHDC's jurisdiction for exterior alterations made to buildings and structures visible from a public way. The meetings were held in person except the last meeting which was hybrid (on Zoom and in-person). There was a total of five meetings.

The WHDC approved a revision to the temporary sign section of the Design Review Guidelines. The Guidelines are available on the HDC webpage on the town website at: <https://www.wayland.ma.us/historic-district-commission>. These Guidelines help to inform property owners in designing changes as well as commission members in reviewing applications.

Applications for reconstruction within the Historic Districts involved steps, siding, windows, and doors, and there was new construction including a heat pump at the Wayland Museum. Lighting was approved for the historic signals at the top of the Wayland Depot mast.



Commission Membership: Margery Baston, Temporary Chair, Lynn Cohen, Greg Dale, Alex Finlayson, Desmond McAuley, and Seema Mysore.



Public Ceremonies Committee

The Public Ceremonies Committee (PCC) oversees public ceremonies, including Wayland's observance of Memorial Day, Veterans Day, National Vietnam War Veterans Day, and National Purple Heart Appreciation Day. It administers the C. Peter R. Gossels Good Government award, the Lydia Maria Child award, Freedom Prize funds, and the engraving of names on the Veterans Memorial monument and the Gossels Good Government commemorative plaque.

The 2022-2023 Committee included Chair Richard P. Turner and Members George Bernard, Rodrick McLean, Donna Bouchard, and Cynthia Miller.

2023 Veterans Day

On the eleventh hour of the eleventh day of the eleventh month, the PCC hosted the Veterans Day Ceremony at the Veterans Memorial.

PCC Chair Richard Turner, U.S. Navy (RET.) and Purple Heart recipient, opened the event. Everyone rose as Wayland native Victoria Gitten sang the National Anthem. Scout Troup 1 presented the colors to honor the nation, then led the Pledge of Allegiance.

Rev Thomas Peeter gave the Invocation, praying for all Veterans. Select Board member David Watkins remarked on his uncle's heroic service during WWII and the painful memories of combat.

Mark Swanke was the keynote speaker Mark described what it was like be a jet mechanic in the us Air Force

Wayland's Freedom Prize is awarded to a WHS senior who enters the US military or attends an ROTC program upon or the delayed entry program into the Us Military the 2023 winner was Gent Lee Grant will be attending the United States Military Academy at West Point New York



Grant Lee's Parents Accept the Wayland Freedom Prize on their son's behalf



Wreath Laying Ceremony



Richard P Turner
USN Ret PCC Chair



Keynote Speaker, Mark
Swanke

National Vietnam War Veterans Day

Vietnam War Veterans Day was remembered with a ceremony on March 29, 2024. PCC Chair Richard Turner, 20-year US Navy veteran who received the Purple Heart for injuries while on active duty in Vietnam, helped raise the Vietnam War Commemoration flag, which flew with the American flag for the remainder of the day.



2024 C. Peter R. Gossels Good Government Award

The Gossels award was presented at the Town Meeting. The Gossels family joined PCC Chair Richard Turner to present the award – posthumously – to Archibald Cox, and the Cox family accepted on his behalf.

Cox was known for his spirit of cooperation and respect for other views in each leadership role he undertook. His significant, voluntary contributions to Wayland, his high standards, and his civility exemplify the criteria of the award.

Some of Archibald's volunteer activities were Board of Assessors Zoning Board of Appeals Chair of Personnel Board Committee to study town Government Committee to study Compensation of Town Employees and a member of the Board

Selectmen The Committee was honored to the family members from California And New York City

2024 Lydia Maria Child Award

Lydia Maria Child resided in Wayland during the mid-1800s, a heroine known for her tireless work as an abolitionist, women's rights activist, equality and human rights activist, novelist, and journalist, as well as for her poem, *Over the River and Through the Wood*.

The Lydia Maria Child Award goes annually to a resident, local group, local volunteer organization, or town employee to recognize their leadership in bettering the quality of life or serving the needs of Wayland The PCC unanimously chose Gretchen G Shuler as the 2024 recipient.

Gretchen has a history of serving as a volunteer for Wayland, including as a Chair of the Community preservation Committee, as well as other boards and committees.

2024 Memorial Day – Parade and Ceremony of Remembrance

On May 27, 2024, the Memorial Day Parade featuring local veterans, student marching bands, town officials, and more kicked off at Wayland Middle School, proceeding along Main Street to Commonwealth Road and ending at Lakeview Cemetery.

It included: Wayland Scouts BSA Color Guard and Scout Masters; Police Department escort; Parade Grand Marshal, Scouts Chair Mathew Karpacz Keynote Speaker LTC Andrew Ballow , Commander, USAG, NSSC; WHS Band, under Joseph Oneschuk; Wayland Girl Scouts and Scouts BSA; Fire Department members; town officials; clergy; and the Wayland Middle School Band, under Greg Harris



PCC Chair Richard P. Turner USN Ret and Purple Heart Recipient was the Master of Ceremonies Opening remarks were given by Select Board member William Whitney Also Senator Jamie Eldrige And Representative David Linsky made remarks about the meaning of Memorial Day

The Gettysburg Address was done with strength and passion by Alexander Irwin.



Keynote speaker Andrew Ballow reflected on the high cost of freedom and honored those who died in service to our nation, Rebeca Cho of the Community Methodist church gave the Invocation and Benediction. The WHS Band played the National Anthem, and Victoria Gitten sang the National Anthem and *America the Beautiful*. Wayland Scouts BSA Color Guard



2023 National Purple Heart Appreciation Day in Wayland

2024 National Purple Heart Appreciation Day

A ceremony at the Town Building flagpole on August 7, 2024 honored Purple Heart recipients. American Legion Post #133 also participated. Present at the Ceremony was Tow manager Michael McCaul and Veterans officer TJ Tedeschi

PCC Chair Richard Turner, USN (RET) – a Purple Heart recipient – spoke before the flag was raised.

The Selectmen designated Wayland as a Purple Heart Town in 2015 to show gratitude for all who served in the armed forces and the sacrifices made by Waylanders serving in harm's way: those killed in action and posthumously awarded the Purple Heart, as well as those wounded in action.

Submitted By
Richard P Turner USN Ret Chair



FINANCE

Board of Assessors

Chair: Zachariah L. Ventress
Vice Chair: Philip D. Parks
Secretary: Massimo Taurisano

Board Members:

- Zachariah L. Ventress, Chair
- Philip D. Parks, Vice Chair
- Massimo Taurisano, Secretary
- Steven Klitgord, Member
- Douglass McNeilly, Member

Ex-Officio and Liaisons:

- Steven Klitgord, Board of Assessors, Board of Assessors Representative on the Senior Tax Relief Committee
- Carol B. Martin, Select Board Vice Chair, Select Board's liaison to the Board of Assessors

Board's Purpose and Duties:

The Board of Assessors is responsible for administering Massachusetts property tax laws fairly, equitably and for producing accurate and fair assessments for all property (real estate and personal property).

Summary of Activities and Accomplishments:

Fiscal Year (FY) 2024 was a "Certification" year with the Massachusetts Department of Revenue (DOR) Division of Local Services (DLS). According to Massachusetts General Laws, assessments must undergo a revaluation program (Certification) every five years; audited and certified by the DLS. The DLS reviewed much more data during our Certification year to approve sales analysis and other required submissions.

Tamara Keith (Assistant Assessor) and Lisa Sullivan (Administrative Assessor) attended and successfully passed Massachusetts Association of Assessing Officers (MAAO) UMASS Summer School; Course 200.

R. Leroux worked with Brendan Decker (GIS Coordinator) resolving Parcel Discrepancies between the State and Town Departments (DPW; GIS and the Assessors' Department); On-going.

Digitizing/Scanning Project: Kay Gardner-Westcott, Senior Tax Work-Off participant, continues to research Assessors' vault stored historical ledgers and polls; writing meta-data for Phase II scanning/digitizing by the Boston Public Library (BPL). Wayland has already shared the output as public records on Digital Commonwealth (<https://www.digitalcommonwealth.org>), an online archive for documents, photographs, maps and plans from archives, libraries and towns across Massachusetts.

Stephen Foley, Administrative Assessor, successfully completed the mandatory Department of Revenue Course 101.

Summary of Activities and Accomplishments (Continued):

Tamara Keith, Assistant Assessor, successfully completed Massachusetts Association of Assessing Officers Course 5 and Course 6.

The Board thanked Sharon Burke, recent former Member, for her valuable time, effort and dedication for the last three years; Well-wishes to Sharon in all her future endeavors.

Douglass McNeilly was introduced as the newest Board Member. Doug moved to Wayland in 2013, has two children in Wayland Schools, and is a real estate professional.



As required by the code of Wayland, Section 19-8, the Board of Assessors respectfully submits the following:

A. Annual Report

(1.) Calendar year 2022 sales were used in the determination of the FY 2024 assessed values.

These values were posted to the Assessors' web page and provided at Annual Town Meeting.

(2. a, b, c) Report of Abatement history for the previous six years:

FISCAL YEAR	# RECD (a)	# GRANTED (b)	AVG ABMT (c)
2019*	42	18	\$1,325.71
Supplemental	0	0	\$0.00
2020	21	14	\$2,757.49
Supplemental	0	0	\$0.00
2021	31	23	\$4,086.87
Supplemental	0	0	\$0.00
2022	36	3	\$1,291.23
Supplemental	1	1	\$2,603.87
2023	55	27	\$1,590.47
Supplemental	3	3	\$6,630.57
2024	59	31	\$4,953.63
Supplemental	0	0	\$0.00

*DOR Division of Local Services certification year (FY 2024); Next certification year is FY 2029.

(2. d) Appellate Tax Board (ATB) filings for the last six years:

Fiscal Year	ATB Filings	Fiscal Year	ATB Filings
2019	6	2022	7
2020	2	2023	0
2021	1	2024	4

(2. e) Assessed value changes granted by the ATB:

FISCAL YEAR	NO.	STREET	CHANGE IN ASSESSMENT	FISCAL YEAR	NO.	STREET	CHANGE IN ASSESSMENT
2019	42	SHAW DR	\$23,300.00	2022	33	HIGHLAND CIR	\$115,700
	240	W PLAIN ST	\$20,200.00		3	GLEN OAK DR	\$261,600
	61	WALTHAM RD	\$27,700.00				
2020	N/A			2023	N/A		
2021	N/A			2024	TBD		

(3). Inspections conducted during Fiscal Year 2024

Total Property Visits: 631*

Sales:

Interior & Exterior	11
Exterior Only	1
Info at Door	0
Interior Only	0
In Office Review	5
Drive By	1
Refused	0
TOTAL	18

Building Permits:

Interior & Exterior	90
Exterior only	267
Info at Door	2
Interior Only	1
In Office Review	4
Drive By	96
Refused	2
TOTAL	487

Quality Control:

Interior & Exterior	4
Exterior only	8
Info at Door	0
Interior Only	0
In Office Review	0
Drive By	0
Refused	1
TOTAL	15

Cyclical:

Abatement:

Informal Hearings:



Interior & Exterior	38	Interior & Exterior	41	Interior & Exterior	0
Exterior Only	17	Exterior Only	1	Exterior Only	0
Info at Door	0	Info at Door	0	Info at Door	0
Interior Only	0	Interior Only	0	Interior Only	0
In Office Review	0	In Office Review	0	In Office Review	0
Drive By	1	Drive By	0	Drive By	0
Refused	1	Refused	0	Refused	0
TOTAL	68	TOTAL	42	TOTAL	0

Field Review:
TOTAL

1

* Please note some data verification visits addressed more than one requirement in a single visit, such as a property requiring an abatement visit may also have needed a sale visit; one visit would have met both obligations.

Goals for FY25

- Digitizing/Scanning Project: Continuation and Completion.
- Resolving Parcel Discrepancies between the State and Town Departments (DPW; GIS and the Assessors' Department); Continuation and Completion.
- Continue aggressive schedule for site inspections (Sales, Building Permits, and Cyclical); Plan to be up to date as of July 1, 2025. (The Office has been working diligently to recover from COVID and attrition).
- Tamara Keith to apply for MAAO (Massachusetts Association of Assessing Officers) Certification as an Accredited Assessor in the Commonwealth of Massachusetts. Continued Education for Stephen Foley as he works towards Certification.
- Re-Organize Board of Assessors and Assessors' Office Webpages for "one-stop" Public Education to Assessment and Taxation.

Respectfully Submitted,

Board of Assessors:

Zachariah L. Ventress, Chair
Philip D. Parks, Vice Chair
Massimo Taurisano, Secretary
Steven Klitgord, Member
Douglass McNeilly, Member

Audit Committee

The Audit Committee (the Committee) is comprised of five members, with one member each designated by the School Committee, and Finance Committee, and three members designated by the Select Board. At present, all five positions are filled. The Committee makes recommendations to the Select Board on the selection of the independent auditor and scope of the independent audit. During the annual audit, the Committee communicates with the Finance Director and the independent auditor to ensure that the Town's financial systems and internal controls are operating effectively. At the conclusion of each audit cycle, the Committee reviews and comments on the annual financial statement and the "Management Letter" prepared by the auditors. The cycle is complete upon presentation of the Committee's Final Report to the Select Board.

FY 2023 Audit Cycle

The Committee met with Alina Korsak from Marcum Accountant and Advisors, the Town's independent Auditor, on February 12, 2024, to review the draft of the Annual Comprehensive Financial Report (ACFR) and a draft of the Management Letter. The purpose of the Management Letter is to identify weaknesses, if any, in the Town's internal controls over financial reporting. The Management Letter raised two issues from the previous audit cycle that are not yet fully remediated. It also made one new recommendation for the current year. The unresolved issues pertaining to the prior year audit are: 1. Re-establish timely cash reconciliations and 2. Reconciling Guaranteed Accounts to Detailed List. The cash reconciliation issue had been raised repeatedly over the past several years but was resolved subsequent to the year-end audit and the current reconciling item is de minimis. The guaranteed deposit issue relates to "over \$600,000" of deposits in the general ledger without a detailed listings on who provided those deposits., These deposits derived from various permits which are meant to be refunded at the completion of projects. This issue continues to be unresolved. The



Town has hired a temporary worker to assist in this reconciliation and is committed to having all accounts reconciled by the end of FY 2024. The new issue raised for FY 2023 is the Town needs to prepare for Government Accounting Standards Board (GASB) Statement Number 101, "Compensated Absences." This is a reminder that the Town will need to prepare for this accounting standard. The Town is aware and ensures compliance for FY 2025 as required. In addition, the Committee requested the Town provide an overview of the investment policies to ensure that funds are invested in accordance with policies as well as in compliance with Massachusetts laws. The Finance Director has since provided such an overview to the Audit Committee, providing assurance that all investments are in compliance.

FY 2024 Audit Cycle

The Committee will continue to monitor the issues discussed above. For the FY 2024 audit cycle, the Committee has requested clarification regarding the discount rate related to the Mass Teachers Retirement System (MTRS). The discount rate used by the MTRS Plan is 7.00%. Yet, the investment policy for the MTRS plan is expected to yield merely 6.32%, as derived from the ACFR. Logically the discount rate (7.00%) should never be greater than the plan's expected investment earnings rate (6.32%). The Committee recommends obtaining clarification from the Finance Director and the Auditor regarding the derived yield included in the ACFR.

In addition, the Committee recommends the Town consider authorizing a study to look at the economics of contracting a single trash hauler.

Submitted by: Samantha Shullo, Chair; Klaus Shigley; Randi Stern; Michael German; and Yutian Zhang

Treasurer/Collector

The Treasurer/Collector's Office is responsible for collecting all monies due to the Town of Wayland and investing these monies. Collection includes real estate taxes, personal property taxes, excise taxes, water bills, and department turn-ins such as building permits, health permits, and recreation fees. We are also responsible for collecting the money received from the Community Preservation Act (CPA) that appears on the quarterly real estate bills. The receipt of these monies must be reported to the Town Accountant in a timely manner. Unspent money must be invested in high yield, insured accounts following the policy of "safety, liquidity and yield".

June 30, 2024

Tax Title = 52 Parcels \$985,947.61
Town of Wayland FY 2024 Statement of Indebtedness

Long Term Debt Inside the Debt Limit	Outstanding July 1, 2023	+ New Debt Issued	- Retirements	= Outstanding June 30, 2024	Interest Paid in FY2024
Buildings	24,891,629	-	1,632,629	23,259,000	1,357,713
Departmental Equipment	1,828,459	-	408,459	1,420,000	101,787
School Buildings	3,369,500	-	633,500	2,736,000	132,816
School - All Other	4,757,500	-	447,500	4,310,000	185,312
Sewer	110,400	-	13,800	96,600	4,899
Solid Waste	-	-	-	-	-
Other Inside	11,754,000	-	779,000	10,975,000	495,995

SUB - TOTAL Inside	46,711,488	-	3,914,888	42,796,600	2,278,523
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Long Term Debt Outside the Debt Limit	Outstanding July 1, 2023	+ New Debt Issued	- Retirements	= Outstanding June 30, 2024	Interest Paid in FY2024
Airport	-	-	-	-	-



Gas/Electric Utility	-	-	-	-	-
Hospital	-	-	-	-	-
School Buildings	22,568,000	-	1,745,000	20,823,000	821,375
Sewer	2,214,600	-	236,200	1,978,400	94,441
Solid Waste	-	-	-	-	-
Water	8,595,912	-	1,003,912	7,592,000	355,709
Other Outside	-	-	-	-	-

SUB - TOTAL Outside	33,378,512	-	2,985,112	30,393,400	1,271,525
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TOTAL Long Term Debt	80,090,000	-	6,900,000	73,190,000	3,550,048
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Short Term Debt	Outstanding July 1, 2023	+ Issued	- Retired	= Outstanding June 30, 2024	Interest Paid in FY2024
RANs - Revenue Anticipation	-	-	-	-	-
BANs - Bond Anticipation:					
Buildings	-	-	-	-	-
School Buildings	-	-	-	-	-
Sewer	-	-	-	-	-
Water	-	179,000	-	179,000	-
Other BANs	-	310,000	-	310,000	-
SANs - State Grant Anticipation	-	-	-	-	-
FANs - Federal Gr. Anticipation	-	-	-	-	-
Other Short Term Debt	-	-	-	-	-

TOTAL Short Term Debt	-	489,000	-	489,000	-
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GRAND TOTAL All Debt	80,090,000	489,000	6,900,000	73,679,000	3,550,048
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Authorized and Unissued Debt					
Purpose	Date of Vote	Article Number	Amount Authorized	- Issued - Retired - Rescined	= Unissued 6/30/2024
PLC Upgrades	04/02/18	9	284,937	-	284,937
Snake Brook Dam Rehabilitation	5/14/2022	10	900,000	-	900,000
Launcher Way Land Acquisition (Community Housing)	5/15/2022	22	4,000,000	1,500,000	2,500,000
Water Booster Station	5/1/2023	13	230,000	79,000	151,000
Permanent Water Supply Connection Design (MWRA)	5/1/2023	13	1,016,000	-	1,016,000
Water Tank Design	5/1/2023	13	250,000	100,000	150,000



Wellhead Screen Cleaning	5/1/2023	13	250,000	180,000	70,000
Ford F350 Replacement	5/1/2023	13	130,000	130,000	-
TOTAL Authorized and Unissued Debt					5,071,937

Trust Funds/Commissioners of Trust Funds

The goal of the Commissioners is to invest Wayland's trust funds to realize the best possible gain while maintaining a balance between risk and return appropriate to a public trust. The following are the fund's balances at the end of the selected fiscal years:

FY	FY End Balance
2024	\$4,951,708
2023	\$4,744,626
2022	\$4,344,646
2021	\$5,126,211
2020	\$4,044,031
2019	\$3,976,954
2018	\$3,792,316
2017	\$3,619,162

TOWN OF WAYLAND TRUST FUNDS

June 30, 2024 Balance

Cemetery Funds

Trust	6/30/24 Balance
Perpetual Care	\$ 1,989,826.19
Robsham Cemetery Trust	\$ 81,713.72
Subtotal	\$ 2,071,539.91

Library Funds

Trust	6/30/24 Balance
Est. of M. Draper	\$ 270,650.68
Small Funds	\$ 367,544.26
Swain – Teen Materials	\$ 21,116.50
Millenium Fund	\$ 1,365,912.68
Gossels Fund (Human Dignity)	\$ 53,371.52
Subtotal	\$ 2,078,595.64

Other Funds

Trust	6/30/24 Balance
Gossels (Academic Excellence)	\$ 475,844.97
Gossels (Public Ceremonies)	\$ 4,635.75
Allen Fund (Charitable Fund)	\$ 11,235.56
S. Leavitt (Wayland Community)	\$ 0
J. Leavitt (Norwich Univ.)	\$ 227,737.21
Greaves/Croft Fund	\$ 82,119.30
Subtotal	\$ 801,572.79
Grand Total	\$ 4,951,708.34

Respectfully submitted by Adam Gutbezahl (Chair), Robert Fox, and Barry Rothschild



Finance Committee

Chair: Pamela Roman

Vice-Chair: Kelly Lappin

Committee Members:

- Jonathan Barnett
- Steve Correia (former Co-Chair) – resigned 6/5/2024
- Michael Hoyle
- April Methot
- Brian O’Herlihy

Roles and Responsibilities

The Town Code provides that the Town Manager, as the chief financial officer of the Town, is responsible for the management of all financial and budgeting matters, including the development of annual operating and capital budgets and a 5-year capital plan for submission to the Finance Committee (FinCom); and the FinCom is responsible for presenting an annual Omnibus Budget, i.e., operating and capital, and a five-year capital plan to Annual Town Meeting (ATM). The FinCom’s stated mission is “to recommend a fiscally responsible operating budget and capital spending plan that balances the demand and need for services and infrastructure with the impact on taxpayers across a broad financial spectrum.”

Summary of Activities and Accomplishments

During FY24, the FinCom (i) reviewed the Town Manager’s recommended FY25 operating and capital budgets and 5-year capital plan; (ii) drafted written comments to accompany the December 2023 Special Town Meeting (STM) and the 2024 ATM warrant articles; and (iii) developed factual and other relevant information to assist residents in making informed decisions regarding the FY25 Omnibus Budget and warrant articles at the 2023 STM and 2024 ATM. Together with the Town Manager, Finance Director and School Department, the FinCom also evaluated the Town’s short and long-term operational and capital financial needs, as well as its excess tax levy capacity,

Operating Budget

Unlike in prior years, the FinCom was not consulted prior to the issuance of the FY25 operating budget guidelines which called for a “level service” budget, i.e., increases were to be limited to only those that maintained current service levels. That said, certain additional items were pre-approved by the Town Manager for inclusion in his proposed FY25 operating budget, e.g., tuition-free, full-day kindergarten (FDK); the addition of various new Town and School employees; and miscellaneous other one-time expenses. Notably, there was no year-over-year (YoY) percentage limitation included in the guidelines.

The Town Manager’s recommended FY25 operating budget, presented to the FinCom in mid-December 2023, totaled \$104.5M, a 4.75% YoY increase, and the Tax Levy was estimated at \$90.6M, a 6.7% YoY increase, which assumed no change in State aid from FY24 and the use of taxation to fund various financial warrant articles, e.g., Other Post-Employment Benefits (OPEB) Trust Fund (\$500 thousand) and Capital Stabilization Fund (\$500 thousand). The FinCom was concerned with the size of the proposed tax increase and considered ways to reduce the hike.

As the budget season progressed, the projected FY25 State aid increased slightly over FY24, but was more than offset by increased healthcare insurance premiums which came in \$515 thousand higher than shown in the Town Manager’s recommended operating budget. The Town Manager, Finance Director and FinCom worked to refine the operating budget and to reduce the Tax Levy. To that end, 2024 ATM warrant articles (except for OPEB) that were anticipated to be funded with taxation were proposed to be funded with Free Cash in FY25, and the contribution to the Capital Stabilization Fund was reduced to \$250 thousand. In addition, the Town Manager recommended, and Select Board and School Committee voted, to fund the initial transition to tuition-free FDK (\$536 thousand) outside of the FY25 operating budget, using American Rescue Plan Act (ARPA) funds. It remains questionable whether an increase in Chapter 70 State funding in FY26 will cover the on-going, incremental cost of tuition-free FDK.

The FY25 operating budget presented to the 2024 ATM totaled \$104.3M, a 4.61% YoY increase, and the Tax Levy was budgeted at \$89.8M, a 5.70% YoY increase.



As in prior years, personnel costs, e.g., payroll and fringe benefits (health insurance and retirement), were the largest budget driver, representing approximately 70% of the \$4.6 million YOY increase. The primary driver of the increase was inflation, e.g., cost-of-living increases reflected in the recently finalized collective bargaining agreements. Steps, lane changes, longevity and market adjustments also contributed to this increase. In addition, the Town budgeted 3.8 new full-time equivalents (FTEs); notably, the Schools chose not to include the 2.0 FTEs pre-approved by the Town Manager. Healthcare costs were budgeted to increase \$975 thousand, or 10.6% YoY, in FY25. This expense typically lags inflation and, therefore, may increase at a higher-than-average rate again in FY26 and beyond.

Although the transition to tuition-free FDK was not a budget driver in FY25, it would have been had ARPA funds not been used to fund this cost. Notably, total FDK costs will be incorporated into the FY26 operating budget, and if additional Chapter 70 State funding does not cover the incremental cost, it will have to be absorbed into the budget, possibly through other budget offsets.

Capital Budget: For FY25, the FinCom recommended an \$8.17 million capital budget supporting 28 projects.

Approximately 53% of this dollar amount is for water and wastewater infrastructure improvements, with the balance allocated primarily for the maintenance of existing Town and School assets and safety improvements.

As of March 2024, there were \$27.4 million of Town, Schools and Water capital projects that remained open.

Approximately 73% of these, or \$19.9M, were approved in FY23 and FY24; which includes \$10.5M appropriated in FY23 for the CoA/CC. The remaining 27% reflected appropriations made prior to FY23. This year, the FinCom also requested and received an estimated time of completion for the outstanding projects. According to Town projections, approximately \$23.0M, or 84%, of outstanding projects are slated to be completed by the end of FY25.

Five-Year Capital Plan: The FY25-FY29 capital plan includes \$40.5 million of projects for Town and Schools and an additional \$7.5 million of projects for the Water and Wastewater enterprise funds (exclusive of construction costs related to a permanent connection to the Massachusetts Water Resource Authority (MWRA) water system). This compares to requests from departments of \$58.5 million for Town and Schools and \$8.2 million for the Water and Wastewater enterprise funds.

Looking forward, the Water enterprise fund faces significant capital expenditures as the Town continues to manage compliance with various water regulations, including those intended to reduce the level of per- and polyfluoroalkyl substances (PFAS) in its water supply. The bulk of these costs will be for the engineering and design and, if approved by a future ATM, construction of a permanent MWRA connection which is currently estimated to cost in the range of \$20 to \$25 million.

Outlook

Looking forward to FY26 and beyond, the FinCom notes the following:

Excess Levy Capacity: The Town's excess levy capacity has been narrowing for the last few years. In FY25, based on the approved budget, the excess levy capacity is estimated to fall to approximately \$1.5 million, reflecting the inflationary environment, flat State aid and a return to a more "normalized" rate of new growth. The Town will almost certainly face a Proposition 2 ½ (Prop 2 ½) operating override in FY26 and/or FY27.

The Town Manager has stated that it is his goal to avoid seeking an operating override to fund the FY26 budget. To achieve this goal, the FY26 operating budget increase needs to be limited to approximately 3.5% YoY, assuming level State aid, new growth, and transfers from revolving funds, and assuming continued use of Free Cash to fund financial warrant articles (other than OPEB) and debt to fund road construction. The FinCom is considering whether a FY26 operating override may be prudent in the context of a multi-year budget plan. For more information on Prop 2 1/2 and operating overrides, see: [Proposition 2½ and Tax Rate Process | Mass.gov](#).

Expense Trends: Operating expense trends have continued to move higher and are expected to remain elevated because of higher inflation and interest rates. Attracting and retaining skilled employees post-COVID continues to be a challenge and is expected to continue to put upward pressure on wages. Longer timelines to complete capital projects, coupled with inflation, are also expected to increase construction costs.

Debt Service: Prior to FY23, the Town benefitted from being able to borrow at historically low rates. Interest rates remain high and it's unclear for how long they may remain elevated. The Town faces increasing capital demands for maintaining its aging infrastructure (e.g., roads, bridges, water mains and equipment) and Town and School buildings. Longer term, the construction of a permanent MWRA connection and a new or renovated elementary school are significant capital expenditures on the horizon. Most of these projects would be partially or fully funded by debt, requiring a significant increase in debt service for an extended period.

**Recommendations**

To better manage the Town's finances and maintain its strong financial health, the FinCom made various recommendations, including:

- Instituting 5-year pro forma budgeting for Town and Schools;
- Coordinating budget preparation discussions between the Town Manager, Finance Director and FinCom prior to issuing budget guidelines;
- Planning strategically for a likely Override in FY26 and/or FY27;
- Reviewing Town and School operations and processes for efficiencies;
- Creating a capital planning group to formulate a long-term, strategic capital plan for infrastructure needs, considering funding and resources (water infrastructure/MWRA, buildings, athletic fields, other infrastructure); and
- Working to closely manage and advance capital projects – develop systems for better oversight and accountability.

Toward the end of FY24, the Town Manager and Finance Director established two working groups made up of Town employees and volunteers – one focused on long-term capital planning and the other focused on operating budget forecasting for FY26-FY29. The FinCom is represented on both working groups.

For a more detailed report, including a complete list of its recommendations, please see the "Report of the Finance Committee" contained in the 2024 ATM warrant at <https://www.wayland.ma.us/town-meeting>.



Finance Director/Accountant

Town of Wayland, Massachusetts General Fund Revenue Report Fiscal 2024 June 30, 2024						
	Fiscal 2023 YTD-Actual	Fiscal 2024 YTD-Actual	Fiscal 2024 Budget	\$ Variance 2024 / 2023	Fiscal 2024 \$ Variance	% of Budget Collected
Taxation:						
Real Estate	78,216,581	82,564,528	83,836,061	4,347,948	(1,271,533)	98.48%
Personal Property	1,027,822	1,097,103	1,106,388	69,282	(9,285)	99.16%
Overlay	-	-	-	-	-	0.00%
Total	79,244,402	83,661,631	84,942,449	4,417,229	(1,280,818)	98.49%
State Aid:						
School Construction						
Local Aid : Cherry Sheet						
Chapter 70	6,102,726	7,266,972	7,391,271	1,164,246	(124,299)	98.32%
Charter Tuition Assessment	15,057	8,480	-	(6,577)	8,480	0.00%
Unrestricted Aid	1,062,330	1,080,626	993,471	18,296	87,155	108.77%
Veterans Benefits Chapter 115	1,411	-	5,252	(1,411)	(5,252)	0.00%
Exemption : Vets, Blind, Surviving Spouse	-	610.00	18,746	610	(18,136)	3.25%
State Owned Land Reimbursement	146,515	155,719	114,145	9,204	41,574	136.42%
Undetermined	-	-	-	-	-	0.00%
Total	7,328,039	8,512,407	8,522,885	1,184,368	(10,478)	99.88%
Local Receipts:						
Motor Vehicle Excise	2,721,919	3,011,740	2,800,000	289,821	211,740	107.56%
Other Excise	255,985	293,967	260,000	37,982	33,967	113.06%
Penalties and Interest	146,747	164,483	150,000	17,736	14,483	109.66%
Payment in Lieu of Taxes	43,587	-	40,000	(43,587)	(40,000)	0.00%
Fees	312,038	414,666	300,000	102,629	114,666	138.22%
Licenses and Permits	981,111	1,105,896	985,000	124,784	120,896	112.27%
Special Assessments	1,170	-	1,200	(1,170)	(1,200)	0.00%
Fines and Forfeitures	22,617	28,573	23,000	5,956	5,573	124.23%
Investment Income	887,415	1,759,179	740,800	871,764	1,018,379	237.47%
Miscellaneous Recurring	-	-	-	-	-	0.00%
Bond Premium	-	-	-	-	-	0.00%
Total	5,372,588	6,778,504	5,300,000	1,405,915	1,478,504	127.90%
Transfers from other funds:						
Fund 24-Ambulance	374,400.00	409,400.00	409,400	35,000.00	0	100.00%
Fund 24-Council on Aging	1,674.00	1,659.00	1,659	(15.00)	0	100.00%
Fund 24-Recreation	47,794.00	55,108.00	55,108	7,314.00	0	100.00%
Fund 24-Recreation-Fields	10,465.00	19,521.00	19,521	9,056.00	0	100.00%
Fund 25-Food Service	172,369.00	212,589.00	157,845.00	40,220.00	54,744	134.68%
Fund 25-BASE	205,779.00	472,011.00	279,191.00	266,232.00	192,820	169.06%
Fund 25-TCW	200,908.00	34,359.00	171,378.00	(166,549.00)	(137,019)	20.05%
Fund 25-Full Day Kinder	-	-	-	-	0	
Fund 61-Water	372,734	424,056	424,056	51,322.00	0	100.00%
Fund 63-Wastewater	34,927	42,721	42,721	7,794.00	0	100.00%
Receipts Reserved for Sale of Real Estate	-	450,000.00	450,000	450,000.00	0	100.00%
Total	1,421,050	2,121,424	2,010,879	700,374	110,545	105.50%
Total Budgeted Revenue	93,366,080	101,073,966	100,776,213	7,707,887	297,753	100.30%
Unbudgeted Revenue:						
Tax Title Liens	221,930	65,837	-	(156,092.44)	65,837	0.00%
Prior Year RE collections	486,324	1,283,954	-	797,629.94	1,283,954	0.00%
Fund 24-Recreation-New FY 17 accounts	-	-	-	-	0	0.00%
Account Closeout	223,000	64,672.00	-	(158,328.00)	64,672	0.00%
Transfer Station Closeout	-	-	-	-	-	0.00%
Total Unbudgeted Revenue	931,254	1,414,463	0	483,210	1,414,463	0.00%
Total All Revenue	94,297,333	102,488,429	100,776,213	8,191,096	1,712,216	100.30%
Other Revenue Sources:						
Bond Premium	-	-	-	-	-	0.00%
Overlay	-	-	-	-	-	0.00%
Transfer from Free Cash	-	-	2,319,291	-	(2,319,291)	0.00%
Month End Totals		102,488,429	103,095,504		(607,075)	

Town of Wayland, Massachusetts General Fund Expense Report Fiscal 2024 June 30, 2024				
DEPARTMENT	FISCAL 2024 BUDGET	FISCAL 2024 ACTUAL	FISCAL 2024 ENCUMBRANCE	VARIANCE BUDGET / ACTUAL
SELECTMEN	54,000	54,000	-	-
TOWN OFFICE SALARY	767,677	766,531	-	1,146.34
TOWN OFFICE EXPENSES	269,207	238,210	6,247	30,997.46
PERSONNEL BOARD SALARY	17,500	13,332	-	4,167.82
PERSONNEL BOARD EXPENSES	21,000	18,313	945	2,687.42
FINANCE SALARY	374,757	374,291	-	466.35
FINANCE EXPENSE	66,364	66,360	-	4.00
ASSESSOR SALARY	267,239	267,239	-	0.05
ASSESSOR EXPENSES	61,701	58,885	-	2,815.80
TREASURER SALARY	233,738	218,952	-	14,785.68
TREASURER EXPENSES	91,650	69,956	20,000.00	21,693.90
LEGAL	358,000	337,245	17,392	20,754.91
INFORMATION TECH SALARY	406,114	404,867	-	1,247.38
INFORMATION TECH EXPENSES	724,350	504,419	197,191	219,930.97
TOWN CLERK SALARY	228,082	213,162	-	14,920.03
TOWN CLERK EXPENSES	56,285	56,240	-	45.30
ELECTIONS SALARY	-	-	-	-
ELECTIONS EXPENSES	-	-	-	-
REGISTRAR SALARY	-	-	-	-
REGISTRAR EXPENSES	-	-	-	-
CONSERVATION SALARY	259,999	231,552	-	28,446.51
CONSERVATION EXPENSES	56,600	46,291	9,697	10,309.37
PLANNING SALARY	109,888	106,827	-	3,061.08
PLANNING EXPENSES	6,500	5,245	-	1,254.61
SURVEYOR SALARY	-	-	-	-
SURVEYOR EXPENSES	-	-	-	-
FACILITIES SALARY	672,650	607,060	-	65,590.25
FACILITIES EXPENSES	641,659	611,517	29,775	30,141.99
MISC COMMITTEES	3,775	2,565	0	1,210.37
TOTAL GENERAL GOVERNMENT	5,748,735	5,273,057	281,246	475,678
POLICE SALARY	3,094,535	2,928,364	-	166,171.34
POLICE EXPENSES	463,205	435,886	15,517	27,318.74
JOINT COMMUNICATIONS SALARY	788,598	788,596	-	2.48
JOINT COMMUNICATIONS EXPENSES	39,500	35,179	1,412	4,320.52
EMERGENCY MANAGEMENT	-	-	-	-
DOG OFFICER	-	-	-	-
FIRE SALARY	3,371,858	3,195,969	-	175,888.81
FIRE EXPENSES	314,089	301,554	12,293	12,534.70
BUILDING & ZONING SALARY	454,943	454,924	-	19.11
BUILDING & ZONING EXPENSES	18,050	17,136	180	913.71
TOTAL PUBLIC SAFETY	8,544,778	8,157,609	29,402	387,169
WAYLAND PUBLIC SCHOOLS	50,153,195	49,909,114	236,563	244,081.33
MINUTEMAN REGIONAL SC	55,285	34,373	0	20,911.86
TOTAL EDUCATION	50,208,480	49,943,487	236,563	264,993
HIGHWAY SALARY	1,191,436	1,030,251	-	161,185.38
HIGHWAY EXPENSES	661,500	533,380	90,868	128,120.09
ENGINEERING SALARY	340,433	296,364	-	44,069.09
ENGINEERING EXPENSE	27,000	19,422	2,000	7,577.57
SNOW REMOVAL SALARY	175,000	100,627	-	74,373.01
SNOW REMOVAL EXPENSES	350,000	237,142	1,052	112,857.94
TRANSFER STATION	65,000	50,739	3,401	14,261.39
PARKS SALARY	924,810	843,282	-	81,527.86
PARKS EXPENSES	455,250	343,569	9,279	111,681.06
TOTAL PUBLIC WORKS	4,190,429	3,454,776	106,601	735,653
BOARD OF HEALTH SALARY	1,102,257	1,056,304	-	45,953.35
BOARD OF HEALTH EXPENSES	172,759	148,182	6,517	24,576.90
VETERANS SERVICES	50,000	33,101	-	16,898.69
C.O.A. SALARY	315,266	307,407	-	7,858.53
C.O.A. EXPENSES	43,300	17,540	1,833	25,760.43
YOUTH SERVICES SALARY	319,368	304,958	75.00	14,410.15
YOUTH SERVICES EXPENSES	6,550	1,656	-	4,893.84
TOTAL HEALTH / HUMAN SERVICES	2,009,500	1,869,148	8,425	140,352
LIBRARY SALARY	990,416	987,478	-	2,937.60
LIBRARY EXPENSES	301,520	279,980	11,017	21,539.91
RECREATION SALARY	216,331	216,330	-	1.11
RECREATION EXPENSE	87,908	37,715	-	50,193.04
TOTAL CULTURAL	1,596,175	1,521,503	11,017	74,672
DEBT	8,351,117	8,351,117	-	0.19
RETIREMENT ASSESSMENT	5,907,067	5,907,067	-	-
UNCLASSIFIED:				-
INSURANCE GENERAL	1,086,605	921,337	-	165,267.78
INSURANCE 32B	9,144,436	9,058,073	(149,595.00)	86,362.92
MEDICARE TAX	890,955	890,176	-	779.03
UNEMPLOYMENT	50,000	22,902	272.39	27,098.46
POLICE / FIRE DISABILITY	15,000	-	-	15,000.00
RESERVE FOR SALARY ADJ	77,030.00	-	-	77,030.00
OCCUPATIONAL HEALTH	8,000	8,000	-	-
BUY BACK	40,000	39,741	-	258.94
EMPLOYEE MITIGATION	-	-	-	-
STORM WATER	125,000	71,475	49,090	53,525.21
TOWN ENERGY	523,200.00	447,538.96	48,165.67	75,661.04
SCHOOL ENERGY	1,073,500.00	976,469.85	75,481.29	97,030.15
SCHOOL BUS PARKING	-	-	-	-
RESERVE FUND	136,000	-	-	136,000.00
TOTAL UNCLASSIFIED / OTHER	27,427,910	26,693,896	23,415	734,014
TRANSFER TO OTHER FUNDS-Capital				-
Transfer to Fund 40-Capital	1,173,514	1,173,514	-	-
Transfer to Fund 41-Capital	645,777	645,777	-	-
TRANSFER TO TOWN SPEC REV	150,000	150,000	-	-
TRANSFER TO Transfer Station Ent	75,000	75,000	-	-
OVERLAY	176,887	-	-	176,887.00
TRANSFER TOTRUST FUND	500,000	500,000	-	-
TRANSFER TO OPEB	500,000	500,000	-	-
TOTAL TRANSFERS	3,221,178	3,044,291	-	176,887
STATE ASSESSMENTS & CHARGES	148,319	187,821	-	(39,502.00)
TOTAL UNAPPROPRIATED	148,319	187,821	-	(39,502)
Totals	103,095,504	100,145,588	696,669	2,949,916



Town of Wayland, Massachusetts Water Enterprise Fund Fiscal 2024 June 30, 2024				
	Fiscal 2024 Budget	Fiscal 2024 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual
REVENUES				
<i>Operating Revenue:</i>				
Penalties and Interest	25,000	44,286	177.14%	19,286
Water Meter Charges	4,432,475	3,840,557	86.65%	(591,918)
Liens	25,000	75,176	300.71%	50,176
Water Administration Fee	300,000	303,545	101.18%	3,545
Water Service Order	25,000	22,124	88.50%	(2,876)
Misc. Revenue	-	2,425	0.00%	2,425
Interest on Savings	40,000	87,418	218.55%	47,418
Fund Balance Reserve	-	-	-	-
Capital Closeouts	-	-	-	-
Total	4,847,475	4,375,532	90.26%	(471,943)
EXPENDITURES				
<i>Operating Expenditures:</i>				
Personal Services	920,448	846,824	92.00%	73,624
Expenditures	1,960,250	1,295,716	66.10%	664,534
Funded Debt	1,396,058	1,396,059	100.00%	(1)
Indirect Fringe Transfers to GF	424,056	424,056.00	100.00%	-
Indirect Fringe Transfers to GF and OPEB	7,663	7,663.00	100.00%	-
Total	4,708,475	3,970,318	84.32%	738,157
OTHER FINANCING TRANSFERS TO WATER CAPITAL				
<i>Other Financing Uses:</i>				
Transfers to Capital Projects / Unbudgeted expense	139,000	139,000	100.00%	-
	139,000	139,000	100.00%	-
<i>Other Financing Sources:</i>				
Water Surplus to Fund 42	-	-	-	-
Total YTD Revenues	4,847,475	4,375,532	90.26%	-471,943
Total YTD Expenditures	4,847,475	4,109,318	84.77%	738,157
FUND BALANCE				
		Fiscal 2024		
Undesignated Fund balance		1,336,651		
YTD Expenditures (Current Year & FY 23 rollover)		(4,285,649)		
YTD Revenues		4,375,532		
Encumbrance				
Total Fund Balance		1,426,533		



Town of Wayland, Massachusetts Wastewater Enterprise Fund Fiscal 2024 June 30, 2024				
	Fiscal 2024 Budget	Fiscal 2024 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual
Operating Revenue:				
Penalties and Interest	-	2,123	0.00%	2,123
Wastewater User Charges	469,545	471,769	100.47%	2,224
Liens	-	1,108	0.00%	1,108
Betterments	-	-	0.00%	-
Betterment Interest	-	-	0.00%	-
Betterment paid in advance	-	-	0.00%	-
Unapportioned WW betterment TC	-	35,258	0.00%	35,258
Unapportioned WW betterment TC-int	-	1,306	0.00%	1,306
WW Betterment TC RE	162,747	159,493	98.00%	(3,254)
WW Betterment TC Int	89,971	87,033	96.73%	(2,938)
Interest on Savings	1,300	43,709	3362.24%	42,409
Misc. revenue	-	59,840	0.00%	59,840
Fund Balance Reserve	182,923	-	0.00%	(182,923)
Total	906,486	861,639	95.05%	(44,847)
Operating Expenditures				
Personal Services	100,350	99,896	99.55%	454
Expenditures	432,774	355,779	82.21%	76,995
Funded Debt	330,641	330,641	100.00%	-
Total	863,765	786,316	91.03%	77,449
Other Financing Sources / (Uses)				
Transfers to General Fund	42,721	42,721	100.00%	-
Total	42,721	42,721	100.00%	-
Total YTD Revenues	906,486	904,360	99.77%	(44,847)
Total YTD Expenditures	906,486	829,037	91.46%	77,449
FUND BALANCE		Fiscal 2024		
Undesignated Fund balance		1,346,183		
Reserve for Expenditure		-		
Current outstanding Encumbrances		-		
YTD Expenditures (Current Year & FY 23 rollover)		(830,912)		
YTD Revenues		861,639		
Undesignated Fund Balance		1,376,910		

Town of Wayland, Massachusetts Transfer Station Fiscal 2024 June 30, 2024				
	Fiscal 2024 Budget	Fiscal 2024 Actual	% Budget Collected / Expended	\$ Variance Budget / Actual
REVENUES				
Operating Revenue:				
Sticker Fees	258,000	246,281	95.46%	(11,719)
Recycling Fees	10,000	10,602	106.02%	602
PAYT Fees	110,000	93,151	84.68%	(16,849)
Wasteban Fees	14,500	13,968	96.33%	(532)
Tires	1,276	317	24.84%	(959)
Bulky Waste	30,000	36,399	121.33%	6,399
General Fund Subsidy	75,000	75,000	100.00%	-
Misc Revenue	-	-	0.00%	-
Total	498,776	475,717	95.38%	(23,059)
EXPENDITURES				
Operating Expenditures:				
Personal Services	218,766	225,486	103.07%	(6,720)
Expenditures	280,010	194,246	69.37%	85,764
Total	498,776	419,732	84.15%	79,044
OTHER FINANCING TRANSFERS				
Total YTD Revenues	498,776	475,717	95.38%	(23,059)
Total YTD Expenditures	498,776	419,732	84.15%	79,044
FUND BALANCE		Fiscal 2024		
Undesignated Fund balance		227,374		
YTD Expenditures (Current Year & FY 23 rollover)		(467,081)		
YTD Revenues		475,717		
Total Fund Balance		236,010		



FUND 24										
TOWN REVOLVING FUNDS										
	Balance									Balance
	July 1, 2023	Revenues	Fed-Rev	ST-Rev	Expenditures	Transfers	Transfers	Encumbrances		June 30, 2024
						IN	Out			
BOND PREMIUM CAPITAL RESERVE	28,042	-	-	-	28,042	-	-	-	-	-
TC RESIDENTIAL DWELLING - \$40k	765,745	-	-	-	128,389	-	500,000	50,000	-	87,356
TC PARKING LOT - \$120k	120,000	-	-	-	-	-	-	-	-	120,000
TC BIKE TRAIL- \$250k	249,007	-	-	-	-	-	-	-	-	249,007
TOWN CENTER REVOLVING	1,764	2,680	-	-	348	-	-	-	-	4,097
RAIL TRAIL GIFT'S/DONATIONS	4,830	-	-	-	-	-	-	-	-	4,830
WAVELAND GIFTS	646	-	-	-	-	-	-	-	-	646
MASS CEC STATE GRANT FY 17	18	-	-	-	18	-	-	-	-	(0)
FY 18 IT COMPACT GRANT	8	-	-	-	8	-	-	-	-	(0)
COVID 19 RELIEF FUND	691	-	-	-	-	-	-	-	-	691
BEAUTIFICATION	3,915	-	-	-	-	-	-	-	-	3,915
ELIZA JULIET NORTON	-	284,360	-	-	268,000	-	-	16,360	-	-
HRDEIC GIFT FUND	9,510	10,060	-	-	12,910	-	-	-	-	6,660
FY24 OPIOID FUND	94,952	-	-	109,855	-	-	-	-	-	204,807
FY24 HANDBOOK HR	-	-	-	-	-	30,000	-	-	-	30,000
RECEIPTS RES-SALE OF RE	3,167,670	-	-	-	-	-	974,742	-	-	2,192,928
FY 21 NEW SURVEIL DONATIONS	732	-	-	-	-	-	-	-	-	732
FLEX ADMIN	87,404	-	-	-	-	-	-	-	-	87,404
ELECTION REIMBURSEMENT	42,514	1,314	-	-	26,406	-	-	126	-	17,296
TAX TITLE CHP 390	(5,661)	-	-	-	210	-	-	-	-	(5,871)
WAYLAND COMMUNITY FUND	430	-	-	-	-	-	-	-	-	430
I.T. NETWORK	19,737	-	-	-	-	-	-	-	-	19,737
FY22 CC MUNICIPAL FIBER GRANT	160,000	-	-	-	-	-	-	-	-	160,000
HAY BALES	28	-	-	-	-	-	-	-	-	28
RECEIPT RES CONCOM RECEIPTS	118,007	-	-	-	-	-	-	-	-	118,007
CONSERVATION GIFTS	79,366	-	-	-	-	-	-	-	-	79,366
WETLAND FILING FEE	53,235	3,644	-	-	2,050	-	-	1,956	-	52,873
WAYLAND COMMUNITY GARDENS	8,425	2,896	-	-	6,156	-	-	1,368	-	3,798
FY24 - 27 SHERMANS BRIDGE DEMO	-	31,350	-	-	-	-	-	-	-	31,350
FY 22 MASSDOT SHARED STREETS	92,054	-	-	-	-	-	-	-	-	92,054
FY 21 MASSDOT SHARED STREETS	554	-	-	-	-	-	-	-	-	554
FY24 COMMUNITY PLANN	-	-	-	8,840	-	-	-	6,000	-	2,840
GREEN COMMUNITIES	5,708	-	-	-	5,708	-	-	-	-	0
GREEN COMMUNITY GRANT FY 21	72,677	-	-	-	16,137	-	-	-	-	56,540
HIST COMMISSION MARKERS	4,266	-	-	-	-	-	-	-	-	4,266
DUDLEY GRANT	27,178	-	-	-	4,000	-	-	-	-	23,178
VETERAN'S MEMORIAL DONATIONS	12,589	426	-	-	500	-	-	-	-	12,515
CAF PLAN	135,259	151,070	-	-	122,305	-	-	-	-	164,024
FY24 MAPC GRANT	-	-	-	-	62	-	-	-	-	(62)
FY24 GREEN COMMUNITIES	-	23,203	-	-	-	-	-	-	-	23,203
POLICE GIFTS	7,184	-	-	-	3,270	-	-	-	-	3,914
POLICE FID ACCT	23,750	13,200	-	-	9,825	-	-	-	-	27,125
GOVERNORS HIGHWAY SAFETY	8,339	-	-	-	6,930	-	-	-	-	1,409
EMPG GRANT	17,655	-	-	-	-	-	-	-	-	17,655
POLICE DETAIL	69,022	304,980	-	-	355,090	-	-	-	-	18,912
POLICE TRUST FUND	200	-	-	-	-	-	-	-	-	200
POLICE EVIDENCE	6,727	-	-	-	-	-	-	-	-	6,727
FY 21 MAPC / HAZ PLAN	(17,983)	-	-	-	-	-	-	-	-	(17,983)
FY 22 ASHER TRAINING	(6,487)	-	-	-	-	-	-	-	-	(6,487)
FY23 MUNICIPAL ROAD	-	-	-	1,997	-	-	-	-	-	1,997
FY24 BYRNE GRANT	-	-	-	-	44,353	-	-	-	-	(44,353)
FIRE/AMBULANCE GIFTS	5,770	740	-	-	-	-	-	-	-	6,510
FIRE DEPT-SAFE	3,506	-	-	-	3,418	-	-	-	-	88
FIRE FEDERAL GRANT	55	-	-	-	55	-	-	-	-	0
FIRE CO DETECTORS/GIFTS	35	-	-	-	35	-	-	-	-	(0)
AMBULANCE RECEIPTS	800,302	781,877	-	-	33,165	-	697,400	10,027	-	841,587
FY 21 AFG SAFER GRANT	46,500	160,787	-	-	207,287	-	-	-	-	(0)
STATE 911 GRANT	168,516	-	-	55,866	33,624	-	-	29,689	-	161,070
FY 20 EMPG GRANT	3,500	-	-	-	-	-	-	-	-	3,500
MA EOPSPPE GRANT	(11)	-	-	-	(11)	-	-	-	-	-
FEMA AFG 2018 RADIOS	234	-	-	-	-	-	-	-	-	234
ARPA COVID GRANT	3,688,662	-	-	-	1,218,827	-	(199)	952,915	-	1,517,119
FY 22 AED GRANT	7	-	-	-	7	-	-	-	-	0
FY 22 EMPG	3,500	-	-	-	-	-	-	-	-	3,500
FY 23 FF SAFETY EQUIPMENT GRANT	(19,000)	-	-	19,000	-	-	-	-	-	-
FY24 FIREFIGHTER SAFETY GRANT	-	-	-	-	18,982	-	-	-	-	(18,982)
FY 20 EARMARK STATE GRANT	(54)	-	-	-	(54)	-	-	-	-	0
HIGHWAY GIFTS	44	-	-	-	-	-	-	-	-	44
HIGHWAY UTILITY APPLICATIONS	20,350	(2,435)	-	-	-	-	-	-	-	17,915
STREET/SIDEWALK REFUNDABLE DEP	74,444	5,415	-	-	-	-	-	-	-	79,859
FY 23 NSTAR GIFT - DPW	212,000	-	-	-	-	-	-	-	-	212,000
FY24 PFAS STATE GRANT	-	-	-	100,000	-	-	-	-	-	100,000
FY24 FAIR SHARE AMENDMENT	-	-	-	264,264	-	-	-	-	-	264,264
WATER CONSERVATION GRANT	12,143	-	-	-	-	-	-	-	-	12,143
EOHED MWIP 2017	41,200	-	-	-	-	-	-	-	-	41,200
DIRT ACCT	32,220	-	-	-	-	-	-	-	-	32,220



FUND 24 TOWN REVOLVING FUNDS									
	Balance July 1, 2023	Revenues	Fed-Rev	ST-Rev	Expenditures	Transfers IN	Transfers Out	Encumbrances	Balance June 30, 2024
TRANSFER STATION GRANT	758	-	-	5,250	-	-	-	-	6,008
BOH TITLE 5 BETTERMENT	1,673	878	-	-	-	-	-	-	2,551
BOH/FLU SHOT REIMB	83,680	50,004	-	-	62,207	-	-	522	70,955
BOH GIFT ACCOUNT	613	-	-	-	-	-	-	-	613
ESHS SCHOOL HEALTH GRANT	110,077	-	-	130,565	221,018	-	-	19,624	(0)
MWHF ST GRANT	35,390	-	-	-	378	-	-	-	35,012
MDPH REGIONAL HEALTH GRANT FY 22	246,803	-	-	242,875	291,547	-	64,672	3,908	129,551
FY 23 MASS DEVELOPMENT	30,819	-	-	-	26,899	-	-	3,920	0
COA REVOLVING	62,163	25,121	-	-	24,747	-	1,659	24,715	36,163
COA GIFT FUND	35,725	5,647	-	-	14,935	-	-	3,885	22,551
ELDER AFFAIRS GRANT	127,533	-	-	54,670	29,713	-	-	5,125	147,365
FY 20 MAPC COVID-19 TAXI TRAN	6,578	-	-	-	-	-	-	2,426	4,152
FY 21 COA BAYPATH ELDER SERVICE	3,165	-	-	-	-	-	-	-	3,165
FY 22 Y & FSEARMARK GRANT	27,139	-	-	-	-	-	-	-	27,139
PREVENT UNDERAGE DRINKING FY 16	500	-	-	-	-	-	-	-	500
STATE AID TO LIBRARIES	135,780	-	-	31,662	25,387	-	-	107	141,949
LIBRARY AUTOMATION ACCT	6,128	-	-	-	-	-	-	-	6,128
LIBRARY GIFTS	12,167	1,868	-	-	-	-	-	-	14,035
FY 21 MASS WORKS GRANT \$2.9m	(350,663)	-	-	363,229	2,023	-	-	9,830	713
HANNAH WILLIAMS PLAYGROUND	6,151	4,295	-	-	2,926	-	-	1,250	6,270
RECEIPTS RES-SALE OF CEMETERY LOTS	96,648	9,120	-	-	75	-	-	-	105,693
RECREATION REVOLVING	868,894	1,194,530	-	-	1,029,474	-	56,756	80,361	896,833
RECREATION GIFTS	13,019	-	-	-	-	-	-	-	13,019
CLAYPIT RING GIFTS	451	-	-	-	-	-	-	-	451
RECREATION ATHLETIC FIELDS	311,266	150,831	-	-	72,648	-	19,521	11,000	358,927
CULTURAL COUNCIL	6,400	-	-	6,855	6,900	-	-	1,200	5,155
JOAN BACON GIFT FUND	150	-	-	-	-	-	-	-	150
FY 22 WAYLAND HISTORICAL COMM	1,250	-	-	-	-	-	-	-	1,250
FY 22 WILLIAM MCINNIS GRANT	1,350	-	-	-	291	-	-	-	1,059
INSURANCE REIMBURSEMENT < 20K	30,708	114,822	-	-	63,682	-	-	107,273	(25,426)
TOTALS	12,475,941	3,332,682	-	1,394,929	4,430,901	30,000	2,314,551	1,343,587	9,144,514



SCHOOL REVOLVING FUNDS	BALANCE				TRANSFERS		BALANCE
	JULY 1, 2023	REVENUES	Fed-Rev	ST-Rev	EXPENDITURES	OUT	
BASE	382,034.73	1,152,326.72			1,397,698.11	201,915.00	8,930.75
PEGASUS	208,462.26	197,125.61			179,690.07		4,417.68
TCW	81,481.24	460,949.28			488,592.27	38,159.00	305.73
TUTORING	42,915.34	171,516.50			173,397.88		-
ENRICHMENT	19,358.52	9,284.60			16,218.00		-
FULL DAY KINDER	1,498.14	429,200.00			430,698.14		-
SCHOOL LUNCH	1,271,895.21	1,356,398.94	326,456.94		1,606,667.71	224,694.00	4,977.75
ATHLETICS	124.56	277,458.98			277,583.54		5,530.91
ATHLETICS CLUB	18,654.01	8,400.00			10,261.55		-
ICE HOCKEY	940.00	35,078.50			33,048.50		11,732.22
HIGHSCHOOL PARKING	68,658.24	52,366.00			121,024.24		-
INSTRUMENTAL MUSIC	37,254.00	56,475.00			93,729.00		-
TRANSPORTATION	66,205.66	284,284.50			238,249.65		360.88
BUILDING USE	8,499.11	60,228.58			40,262.49		12,691.17
HIGHSCHOOL TESTING	24,636.08	80,194.87			89,793.22		-
PROF DEV REVOLVING	1,920.27	8,172.48			6,048.10		-
HIGHSCHOOL LOST BOOKS	11,186.09	9,081.62					-
MIDDLESCHOOL LOST BOOK	485.30	-					-
CLAYPIT LOST BOOK	834.41	41.28					-
HAPPY HOLLOW LOST BOOK	136.85	-					-
LOKER LOST BOOKS	269.83	44.39					-
HIGHSCHOOL COMPUTER MAINT	30,139.90	50,438.99			39,391.00		-
MIDDLESCHOOL LAPTOP MAINT	60,191.41	678.49			19,701.71		4,797.40
SURVEILLANCE TESTING	22,140.39	-			22,140.39		-
ELEM STUDENTS COMPUTER MAINT	1,240.00	4,940.00					-
GENERAL GIFTS	34,067.04	(7,050.00)					-
HIGHSCHOOL GIFT	2,236.91	500.00			500.00		-
MIDDLESCHOOL GIFT	14,744.42	50,000.00			4,465.00		45,535.00
CLAYPIT HILL GIFT	9,978.74	84.00			513.18		-
HAPPY HOLLOW GIFT	2,761.12	84.00					-
LOKER GIFT	4,089.91	106.10					-
CHILDRENS WAY GIFT	5,878.21	2,000.00			392.53		-
LAUREN DUNNE ASTLEY MEMORIAL	2,898.76	3,000.00			5,898.76		-
ATHLETIC GIFT	6,500.00	-					-
KANTER GIFT	2,194.67	-					-
FINE ARTS GIFT	6,975.23	-			6,975.23		-
METCO DONATION	1,361.26	100.00					-
SEPAC Gift	50.75	213.44					-
WPSF	(5,036.43)	39,676.06			31,500.00		-
BLD YELLOW BUS	130.00	-					-
FY22 LIBRARY COMMISSION LOCAL	1,979.26	-					-
STEM PROGRAM	500.00	-					-
SCIENCE PROGRAM	2,000.00	-					-
ERATE		125,639.23			10,659.22		-
SPED CIRCUIT BREAKER	183,000.35	-		798,067.00	1,176,828.19		4,017.67
FY22 FOUNDATION RESERVE	749.72	-					-
THEATER ARTS REVOLVING		5,700.00			5,700.00		-
HIGHSCHOOL STUDENT ACTIVITY	206,284.63	299,396.51			278,474.13		-
MIDDLESCHOOL STUDENT ACTIVITY	120,370.93	176,315.15			168,952.25		-
CLAYPIT HILL STUDENT ACTIVITY	12,566.80	15,258.23			17,213.03		-
HAPPY HOLLOW STUDENT ACTIVITY	16,676.69	17,251.99			19,875.16		-
LOKER STUDENT ACTIVITY	12,126.08	24,164.73			29,683.06		-
METCO	(72,905.97)	-		1,080,818.00	1,078,071.67		3,577.15
TEACHER DIVERSIFICATION	792.00	-		7,131.00	7,923.00		-
258A TARGETED SPED IMPROVEMEN	(0.13)	-					-
FY23 EARMARK GRANT	(25,000.00)	-		25,000.00			-
FY23 METCO Supplemental SPED	(10,664.00)	-		34,980.00	24,316.00		-
FY22 METCO TARGETED PAC	(0.49)	-					-
FY23 MASK REIMBURSEMENT GRAN	26,033.83	-			26,033.83		-
FY22 LITERACY PLANNING & IMPL.	(2,984.01)	-		13,500.00	10,515.68		-
FY23 INNOVATION PATHWAYS PLNG	(3,451.00)	-		22,500.00	19,048.49		-
FC419 ICP SUPPORT		-		40,017.42	75,000.00		-
FY24 NORTHEAST FOOD GRANT		-		4,375.05	7,493.25		2,506.75
FC208 APPLESEEDS		-		785.00	6,907.82		-
FY24 (794) HATE CRIMES PREVENT		-		27,420.75	48,458.25		-
TITLE IIA	(10,318.78)	-	45,954.00		35,217.00		-
94-142 (IDEA)	(151,446.93)	-	649,885.27		550,262.60		95.90
TITLE I	4,205.49	-	60,807.00		64,902.49		-
SPED PROG IMPROVEMENT		-	4,400.00		4,400.00		-
EARLY CHILDHOOD	(100.00)	-	14,385.00		14,385.00		-
SUBSTANCE ABUSE FY15-19	(54,788.30)	-					-
TITLE IVA	(4,574.00)	-	9,000.00		6,101.00		-
SAFE AND SUPPORT SCHOOL	0.25	-					-
TITLE III FEDERAL GRANT	1,713.45	-	20,008.85		23,210.40		-
FY22 ESSER III GRANT	(29,283.00)	-	29,283.00				-
FY22 AMERICAN RESCUE PLAN IDEA	(15,019.00)	-	15,019.00				-
FY23 DEHQ SUMMER LEARNING 523		-	100,000.00		100,000.00		-
FY23 PERKINS V	1,689.00	-	17,707.00		33,062.00		-
FC206 INVESTIG. HISTORY EXPAN	1,400.00	-			1,400.00		-
TOTALS	2,661,545.01	5,457,124.77	1,292,906.06	2,054,594.22	9,178,533.79	464,768.00	114,113.42
							1,708,755



FUND 23 COMMUNITY PRESERVATION FUNDS							
	Balance July 1, 2023	Transfers/ Adjustments	Revenues	Expenditures	Transfers Out	Encumbrances	Balance June 30, 2024
WAYLAND DEPOT FY 18	17,228	-	-	14,453	-	-	2,776
CPA ADMIN	106,373	-	-	19,666	-	-	86,707
DUDLEY WOODS ATM 2015	2,500	-	-	-	-	-	2,500
HEARD FARM ATM 2015	17,750	-	-	-	-	-	17,750
STONEBRIDGE PROJECT ATM 2015	408,065	-	-	6,439	-	3,975	397,651
MAINSTONE FY 2018 DEBT SERVICE	782,241	-	-	372,231	-	-	410,010
DUDLEY WOODS ATM 2017	100	-	-	-	-	-	100
HIRE CONSULTANT ATM 2017	6,978	-	-	-	-	-	6,978
PILLAR CASTLGATE FY 18	1,896	-	-	-	-	-	1,896
DUDLEY WOODS FY 18	6,261	-	-	-	-	-	6,261
LOKER PARKING LOT FY19	117,069	-	-	117,069	-	-	-
COW COMMON ATM 19	2,295	-	-	-	-	-	2,295
RESTORE STONE'S BRIDGE ATM 19	300,000	-	-	-	-	-	300,000
DUDLEY POND BOAT RAMP ATM 19	21,000	-	-	-	-	-	21,000
HOUSING CONSULTANT ATM 19	811	-	-	-	-	-	811
FY 21 LIBRARY ADA	110,000	-	-	-	-	-	110,000
WESTON AQUEDUCT FY 18	13,488	-	-	-	-	-	13,488
LIBRARY ROTUNDA WINDOW FY 18	9,410	-	-	-	-	-	9,410
WAYLAND HOUSING TRUST ATM 19	130,670	-	-	-	130,670	-	-
FY 22 NATIVE PLANTS / POLLINATOR	2,225	-	-	-	-	-	2,225
FY 22 LIBRARY ARCHIVAL DOC	10	-	-	-	-	-	10
FY 22 REHAB 70-74 MAIN ST	125,000	-	-	-	-	-	125,000
FY 22 MILL POND / HEARD / ATH	67,484	-	-	-	-	320	67,164
FY 23 LAUNCHER WAY	100,000	-	-	-	-	-	100,000
FY 23 FIRE SPRINKLER-89 OXBOW	97,200	-	-	87,765	-	9,435	-
FY 23 HISTORICAL LIBRARY DOCS	29	-	-	-	-	-	29
FY 23- ATM HEARD FARM	7,500	-	-	-	-	-	7,500
FY 23-ATM-GRAVESTONES CEMETERY	260,000	-	-	16,860	-	-	243,140
FY 23-ATM-LIBRARY ARCHIVAL	41,550	-	-	40,654	-	-	896
FY 23-ATM-COCHITUATE BALL FIELD	150,000	-	-	-	-	-	150,000
FY 23 ATM TOWN BEACH	147,500	-	-	-	-	33,087	114,413
FY 24 ACTIVITY			1,375,575	675,137	130,670		569,768
BEGINNING PROJECT BALANCES	3,052,632	-					3,052,632
BEGINNING UNDESIGNATED FUND BAL	449,709	-				46,817	449,709
TOTAL FUND BALANCE	3,502,342						4,072,110

TRUST FUNDS							
	Balance July 1, 2023	Transfers/ Adjustments	Revenues	Expenditures	Transfers In	Transfers Out	Balance June 30, 2024
STABILIZATION FUND	4,546,647	-	332,407	16	-	-	4,879,038
NON-INSURANCE FUND	26	-	-	-	-	-	26
RECREATION STABILIZATION	-	-	-	-	-	-	-
CAPITAL STABILIZATION	1,132,914	-	-	-	500,000	-	1,632,914
OPEB	26,257,128	-	2,519,056	-	536,944	-	29,313,128
VANGUARD TRUST	4,710,131	-	502,036	300,907	-	-	4,911,259
WAYLAND HOUSING TRUST	1,482,044	-	23,809	12,500	130,670	-	1,624,023
TOTALS	38,128,890	-	3,377,308	313,423	1,167,614	-	42,360,388



TOWN OF WAYLAND FISCAL 2024 CAPITAL PROJECT ACTIVITY REPORT								
TOWN CAPITAL	Prior Year Balances	Revenues	Expenditures	Encumbrances	(OFS)/OFU	Balance	Encumbrance / Ending Balance Unencumbered	CASH
FY 19 MUNIS REVENUE MODULE	8,719	-	7,800	589	-	330	919	919
FY 22 NETWORK AND WIRELESS ELEM SCHOOLS	275,251	-	268,239	5,179	-	1,834	7,012	7,012
FY 22 PUBLIC SAFETY RECORDS/CAD SOFTWARE	213,877	-	12,314	-	-	201,564	201,564	201,564
FY 20 PERMITTING SOFTWARE	92	-	-	-	-	92	92	92
DAM REPAIRS	4,819	-	4,819	-	-	0	0	0
CONSERVATION ATM 2014	28,908	-	-	-	-	28,908	28,908	28,908
FY 19 CONSERVATION TRACTOR	2,001	-	-	-	2,001	(0)	(0)	(0)
FY 19 SNAKE RIVER DAM	6,254	-	6,254	-	-	0	0	0
RIVERS EDGE DUE DILIGENCE	(524,742)	-	-	-	(524,742)	(0)	(0)	(0)
FY 13 BUILDING REPAIRS	646	-	-	-	647	(1)	(1)	(1)
STATION 2 REPAIR ATM 2014	1,679	-	-	-	1,679	0	0	0
FY 16 STATION 2 SEPTIC AND PAVING	250	-	-	-	250	-	-	-
FY 18 TOWN BUILDING MECH / ELECT	74,792	-	65,000	-	-	9,792	9,792	9,792
FY 19 WINDOW AND DOOR DESG TB	65,000	-	27,943	37,057	-	-	37,057	37,057
FY 19 TB INTERIOR RENOVATIONS	346,556	-	-	-	-	346,556	346,556	346,556
FY 18 TOWN BUILDING HVAC	1,565,000	-	471,055	1,093,946	175,000	(175,000)	918,946	918,946
FY 22 PSB EXTERIOR PAINTING/SEALING	118,596	-	-	-	-	118,596	118,596	118,596
FY 22 CONSERVATION TRUCK	17,337	-	-	-	-	17,337	17,337	17,337
FY 22 LIBRARY UPPER AND LOWER LEVEL REHAB	50,000	-	-	-	-	50,000	50,000	50,000
FY 22 FIRE STATION 2	575,000	-	575,000	-	-	-	0	-
FY 22 PUBLIC SAFETY RADIO SYSTEM	350,000	-	-	-	-	350,000	350,000	350,000
FY 22 IN-CAR VIDEO EQUIPMENT REPL	3,673	-	3,673	-	-	-	0	-
FY 22 EXTRICATION TOOLS	27	-	27	-	-	-	0	-
FY 22 AMBULANCE	380,000	-	-	-	-	380,000	380,000	380,000
FY 19 FIRE STATION #2 \$1.8M	1,631,281	-	1,631,281	-	-	-	0	-
HIGHWAY CH90	361,049	-	500,714	347,250	-	(486,915)	(139,665)	(139,665)
HGWY ROADWORK DESIGN (27/30)	19,417	-	16,000	-	-	3,417	3,417	3,417
PARKLAND / CHARLES ATM 2014	42,272	-	-	-	42,272	(0)	(0)	(0)
FY 17 SHED UPGRADE CONSERV	11,791	-	11,491	-	-	300	300	300
FY 21 MOTOR VEHICLES	2,081	-	-	-	2,081	(1)	(1)	(1)
FY 18 CULVERT REPAIR	7,603	-	-	-	7,603	0	0	0
FY 18 DPW DUMP TRUCK H-4	171	-	-	-	171	0	0	0
FY 19 ROAD CONSTRUCTION	15,236	-	10,890	418	-	3,928	4,346	4,346
FY 19 RT 20 SOUTH LAYDOWN	130,877	-	53,656	48,858	-	28,363	77,220	77,220
FY 19 CONCORD RD CULVERT	149,987	-	149,987	-	-	0	0	0
FY 20 TOWNWIDE ROAD RECONSTRUCT	121,565	-	119,964	-	-	1,601	1,601	1,601
FY 22 ROAD IMPROVEMENTS	7,262	-	-	-	-	7,262	7,262	7,262
FY 22 DPW EQUIPMENT H-20	28,870	-	-	-	-	28,870	28,870	28,870
FY 22 STORMWATER /MANAGEMENT IMPR	50,000	-	22,434	-	-	27,567	27,567	27,567
FY 20 STONEBRIDGE ROAD DESIGN	53,365	-	-	-	53,366	(1)	(1)	(1)
FY 20 STORMWATER MANAGEMENT	183,530	-	145,320	-	-	38,210	38,210	38,210
FY 20 BACKHOE P 55	4,139	-	4,139	-	-	(0)	(0)	(0)
FY 21 ROAD CONSTRUCTION	300,000	-	264,590	34,156	-	1,254	35,410	35,410
FY 21 POTTER / STONEBRIDGE BDG	450,000	-	-	-	450,000	-	0	-
FY 21 OLD SUDBURY BRIDGE	8,810	-	-	-	8,810	(0)	(0)	(0)
FY 21 STORMWATER	149,703	-	-	-	-	149,703	149,703	149,703
FY 21 DPW EQUIPMENT P-59	216	-	-	-	216	0	0	0
FY 21 PUBLIC SAFETY RADIOS	5,599	-	1,588	-	-	4,011	4,011	4,011
FY 21 PUBLIC SAFETY SOFTWARE	(558)	-	(558)	-	-	-	0	-
FY 21 REEVES HILL EQUIPMENT	45,000	-	12,141	-	-	32,859	32,859	32,859
FY 21 FIRE PUMPER	3,538	-	3,538	-	-	-	0	-
FY 21 COVID 19 VENTILATION	2,028	-	-	-	2,028	(0)	(0)	(0)
FY 21 HIGH SCHOOL PLANT	400,300	-	13,300	-	-	387,000	387,000	387,000
FY 21 IT NETWORK REPLACEMENT	72,129	-	-	-	-	72,129	72,129	72,129
FY 21 IT PERMITTING SOFTWARE	64,219	-	-	-	-	64,219	64,219	64,219
FY 21 IT LIBRARY PHONES	19,095	-	180	8,098	-	10,817	18,915	18,915
FY 21 SURFACE WATER QUALITY	1,225	-	25,468	-	(25,000)	756	756	756
FY 17 CEMETERY EXPANSION	1,031	-	-	272	-	759	1,031	1,031
FY 18 TRANSFER ST ACCESS ROAD	59,232	-	405	20,527	38,300	(0)	20,527	20,527
FY 18 SYNTHETIC FIELD LOKER	1,130	-	-	-	-	1,130	1,130	1,130
FY 16 COA FEASIBILITY STUDY	48,461	-	38,269	10,192	-	0	10,192	10,192
FY 19 COA STUDY	191,210	-	150,896	40,314	-	0	40,314	40,314
FY 22 COACC LAND ACQUISITION	100	-	-	-	-	100	100	100
FY 22 LOKER GRASS FIELD DESIGN	50,000	-	49,809	-	-	191	191	191
FY 17 SEWER BETTERMENT LIBRARY	3,708	-	-	-	3,708	-	-	-
FY23 POND WEED HARVESTER	40,900	-	40,900	-	-	-	-	-



TOWN OF WAYLAND FISCAL 2024 CAPITAL PROJECT ACTIVITY REPORT								
	Prior Year						Balance	Encumbrance / Ending Balance
TOWN CAPITAL	Balances	Revenues	Expenditures	Encumbrances	(OFS)/OFU		Unencumbered	CASH
FY23 FACILITIES EVALUATION PLAN	150,000	-	-	-	-	-	150,000	150,000
FY23 TOWN WIDE ACCESSIBILITY	76,297	-	-	16,940	-	-	59,357	76,297
FY23 REDUNDANT FIBER CONNECTION	255,000	-	-	-	-	-	255,000	255,000
FY23 NETWORK & WIRELESS REPLACEMENT HS	145,000	-	-	-	-	-	145,000	145,000
FY23 ADDL FUND FIRE STATION#2	710,000	-	152,356	557,644	-	-	557,644	557,644
FY23 PSB FIRE ALARM SYSTEM UPGRADE	2,436	-	2,436	-	-	-	-	-
FY23 TB RENOV \$250K + SCHOOL \$125k	125,000	-	-	-	-	-	125,000	125,000
FY23 LIBRARY IMPROVEMENTS	2,442,011	-	62,804	209,098	-	-	2,170,110	2,379,208
FY23 TFC SIGNAL/SCHOOL ROUTE SAFETY	15,276	-	15,276	-	-	-	-	-
FY23 IN-CAR COMPUTER REPLACEMENT	5,149	-	5,149	-	-	-	-	-
FY23 REPLACE DISPATCH CONSOLE PSB	305,000	-	78,173	17,343	-	-	209,485	226,827
FY23 BOAT & RELATED EQUIPMENT	8,658	-	8,658	-	-	-	-	-
FY23 CARDIAC MONITOR	1,283	-	650	-	-	-	633	633
FY23 FORESTRY SKID	1,027	-	1,027	-	-	-	-	-
FY23 ROAD IMPROVEMENTS	313,221	-	313,221	-	-	-	-	-
FY23 SIDEWALK IMPROVEMENT-DESIGN/CONST.	139,656	-	120,150	-	-	-	19,506	19,506
FY23 LEAF VAC. TRAILER	70,000	-	-	-	70,000	-	-	-
FY23 COMPACTOR REPLACEMENT	100,000	-	87,799	12,201	-	-	12,201	12,201
FY23 H-6/H-7 BODY REPLACEMENT	80,000	-	79,200	800	-	-	800	800
FY23 EQUIPMENT H-14	280,463	-	256,529	-	-	-	23,934	23,934
FY23 COA/CC - \$11M	10,163,940	-	2,395,034	7,350,043	(500,000)	-	918,864	8,268,907
FY23 LOKER GRASS FIELD	1,234,336	-	1,018,996	105,967	-	-	109,373	215,340
FY24 FIREWALL REPLACEMENT	-	-	-	-	(105,000)	-	105,000	105,000
FY24 PUBLIC SAFETY BLDG-HVAC	-	-	-	-	(175,000)	-	175,000	175,000
FY24 PUB SAFTY BLDG-PARK MAINT	-	-	-	-	(100,000)	-	100,000	100,000
FY24 PUB SAFETY BLDG-EXT PAINT	-	-	25,840	-	(65,000)	-	39,160	39,160
FY24 VEHICLES	-	-	50,000	-	(50,000)	-	-	-
FY24 SCHOOL TRAFFIC IMPROVEMENT	-	-	3,878	-	(50,000)	-	46,122	46,122
FY24 POLICE TASERS	-	-	62,500	-	(62,500)	-	-	-
FY24 PROTECTIVE EQUIPMENT	-	-	95,249	31,108	(169,000)	-	42,643	73,751
FY24 THERMAL IMAGING	-	-	33,867	-	(69,000)	-	35,133	35,133
FY24 FORESTRY PUMP	-	-	5,862	44,138	(50,000)	-	44,138	44,138
FY24 DPW BUCKET TRUCK	-	-	166,430	69	(180,000)	-	13,501	13,570
FY24 H-2 UTILITY TRUCK	-	-	-	-	(130,000)	-	130,000	130,000
FY24 ROAD CONSTRUCTION	294,095	-	226,569	96,061	(687,500)	-	658,965	755,026
FY24 Rt20 LANDFILL RESTORATION	-	-	61,336	507	(150,000)	-	88,157	88,664
FY24 BEACH PLAYGROUND	-	-	-	-	(300,000)	-	300,000	300,000
TOTALS	25,219,154	-	10,037,512	10,088,772	(2,534,610)	-	7,627,479	17,716,251



SCHOOL CAPITAL	Prior Year Balances	Revenues	Expenditures	Encumbrances	(OFS)/OFU	Balance	Encumbrance / Ending Balance Unencumbered	CASH
FY 18 HS DESIGN	1,055	-	-	-	-	1,055	1,055	1,055
FY 17 LOKER FURNITURE	354	-	-	-	-	354	354	354
FY 17 HAPPY HOLLOW FLOOR TILE	8,057	-	-	520	-	7,537	8,057	8,057
FY 17 LOKER TILE	34,417	-	-	19,576	-	14,841	34,417	34,417
FY 18 MIDDLE SCHOOL TILE	6,878	-	-	6,878	-	0	6,878	6,878
FY 18 HAPPY HOLLOW FS EQUIP	52,000	-	-	51,967	-	33	52,000	52,000
FY 19 MIDDLE SCH NETWORK WIRING	36,639	-	-	19,320	-	17,319	36,639	36,639
FY 19 LOKER SCH KITCHEN	282,562	-	-	-	-	282,562	282,562	282,562
LOKER KITCHEN ATM 2014	(281,201)	-	-	-	-	(281,201)	(281,201)	(281,201)
FY 19 HIGH SCHOOL FIELD	188	-	(35,385)	12,210	-	23,363	35,573	35,573
CLAYPIT DOORS / WINDOWS ATM 2014	(361,781)	-	-	-	-	(361,781)	(361,781)	(361,781)
FY 16 CLAYPIT DOOR AND WINDOW	361,781	-	-	-	-	361,781	361,781	361,781
MIDDLE SCHOOL AIR COND ATM 2014	4,508	-	-	-	4,508	(0)	(0)	(0)
FY 20 COMM CONTROLS / INTER SYST	35,274	-	33,458	-	-	1,816	1,816	1,816
FY 20 HH FIRE ALARM CONTROL	1,125	-	-	1,125	-	-	1,125	1,125
FY 20 LOKER CHAIR	2,571	-	-	-	-	2,571	2,571	2,571
FY 20 DW CORE NETWORK	200,550	-	-	-	-	200,550	200,550	200,550
FY 20 WMS CARPET FLOOR / SLAB BAR	13,960	-	-	13,960	-	-	13,960	13,960
FY 20 CH FOOD SERV REFRIGERATOR	66,900	-	2,289	57,553	-	7,058	64,611	64,611
FY 20 HH ASBESTOS TILES	25,150	-	-	-	-	25,150	25,150	25,150
FY 16 HAPPY HOLLOW ART / CAFÉ ROOM	95	-	-	-	95	(0)	(0)	(0)
FY 16 LOKER TILE REPLACEMENT	361	-	-	-	-	361	361	361
FY 21 LOKER / CLAYPIT FEASABILITY	188,029	-	-	-	-	188,029	188,029	188,029
FY 21 CLAYPIT AIR HANDLING UNIT	90,000	-	-	-	-	90,000	90,000	90,000
FY 21 HAPPY HOLLOW COOLING UNIT	68,086	-	-	68,086	-	-	68,086	68,086
FY 21 HIGH SCHOOL VOICE SYSTEM	23	-	-	-	23	-	0	-
FY 21 LOKER SCHOOL ROOF	244,368	73,635	42,700	12,560	-	262,743	275,303	275,303
FY 22 WMS CARPET WITH FLOOR TILE	252,690	-	59,606	193,083	-	0	193,083	193,083
FY 22 STUDENT SCHOOL STORAGE SYSTEM	18,724	-	-	-	-	18,724	18,724	18,724
FY 22 MIDDLE & HIGH SCHOOL VOICE LIFT SYSTEM	79,504	-	-	-	-	79,504	79,504	79,504
FY 22 SCHOOL SPACE STUDY & CONSTRUCTION	9,916	-	-	-	-	9,916	9,916	9,916
FY 22 FIRE ALARM CONTROL PANAL / SMOKE DETEC	225	-	-	-	-	225	225	225
FY 22 HAPPY HOLLOW CHAIR LIFT	3,471	-	-	-	3,471	(0)	(0)	(0)
FY 22 LOKER EGRESS DOORS	40,000	-	-	-	40,000	-	0	-
FY 23 DW FIRE ALARM SYSTEM REPLACEMENT	86,742	-	6,791	5,312	-	74,640	79,951	79,951
FY 23 DW SECURITY	143,751	-	131,941	295	-	11,515	11,810	11,810
FY 23 DW FLOORING	176,633	-	-	11,451	-	165,182	176,633	176,633
FY 23 ELEM FEASIBILTY STUDY-MSBA PROJ	100,000	-	-	-	-	100,000	100,000	100,000
FY 23 HIGH SCHOOL BLDG IMPROVEMENT	217,151	-	173,009	32,405	-	11,737	44,142	44,142
FY 23 REPAIR EXT WALL & RECV DOCK	13,605	-	13,605	-	-	-	0	-
FY23 DW CUSTODIAL EQUIPMENT & STORAGE	29,196	-	-	5,789	-	23,407	29,196	29,196
FY24 ELEMENTARY MATH	-	-	234,173	9,603	(400,000)	156,224	165,827	165,827
FY24 FOOD SERVICE EQUIPMENT	-	-	-	100,000	(100,000)	-	100,000	100,000
FY24 DW FIRE ALARM SYSTEM	-	-	-	-	(188,600)	188,600	188,600	188,600
TOTALS	2,253,554	73,635	662,187	621,694	(640,503)	1,683,811	2,305,505	2,305,505



WATER CAPITAL	Prior Year Balances	Revenues	Expenditures	Encumbrances	(OFS)/OFU	Balance	Encumbrance / Ending Balance Unencumbered	CASH
FY 17 PUMP STATION UPGRADE	219,151	-	-	-	-	219,151	219,151	219,151
FY 17 WATER METERS	23,888	-	866	23,022	-	-	23,022	23,022
FY 17 WATER TANK CLEANING	81,755	-	-	-	-	81,755	81,755	81,755
FY 18 WATER MAIN	3,036	-	-	-	-	3,036	3,036	3,036
FY 18 WATER TANK STUDY	25,681	-	-	-	-	25,681	25,681	25,681
FY 18 PILOT STUDY	88,578	-	-	-	80,000	8,578	8,578	8,578
FY 19 WATER METER REPLACEMENT	520,000	-	-	-	-	520,000	520,000	520,000
FY 19 PLC UPGRADES	65,063	-	-	-	-	65,063	65,063	65,063
FY 19 WATER MAINS- CLEAN WATER TST	181	-	-	-	-	181	181	181
FY 20 REEVES HILL TANK	329,723	-	-	-	329,772	(49)	(49)	(49)
FY 20 REEVES HILL BOOSTER STAT	224,080	-	1,502	10,201	-	212,377	222,578	222,578
FY 20 MWRA CONNECTION STUDY	3,352	-	-	3,352	-	-	3,352	3,352
FY 20 AUTOMATED WATER METERS	1,122,652	-	561,103	61,579	-	499,971	561,550	561,550
FY 21 GATE VALVE TRAILER	1,756	-	-	-	-	1,756	1,756	1,756
FY 22 VEHICLE W-9	11,021	-	4,841	6,159	-	21	6,180	6,180
FY 22 PFAS REMEDIATION	740,673	-	296,896	208,815	-	234,962	443,777	443,777
FY 23 AIR COMPRESSOR	130,000	-	71,412	5,479	-	53,110	58,588	58,588
FY 23 WATER MAIN-DESIGN/CONSTRUCTION	1,032,231	-	697,364	33,458	-	301,409	334,867	334,867
FY 23 VEHICLE W-7	95,000	-	87,382	7,618	-	0	7,618	7,618
FY24 WATER MAIN-DESI			79,997	3	(80,000)	-	3	3
FY24 WATER BOOSTER U			-	-	(329,772)	329,772	329,772	329,772
FY24 SECOND WATER TA			30,393	120,607	-	(151,000)	(30,393)	(30,393)
FY24 WELL REHABILITA			29,000	-	-	(29,000)	(29,000)	(29,000)
FY24 VEHICLE W-3			121,665	1,581	-	(123,246)	(121,665)	(121,665)
FY24 LEAD SERVICE LI		61,470	71,020	67,980	(139,000)	61,470	129,450	129,450
TOTALS	4,717,819	61,470	2,053,439	549,854	(139,000)	2,314,997	2,864,850	2,864,850

Finance Committee Appointing Board

Chair: Cherry Karlson

Committee Members:

- Miranda Jones, Moderator
- Cherry Karlson, former Finance Committee member
- Bill Whitney, Select Board Chair

Committee's Purpose and Duties

The Finance Committee Appointing Board (FCAB) was established at the 2023 Annual Town Meeting under Article 21. The three-member board is responsible for appointing members to the Finance Committee.

Summary of Activities and Accomplishments

As required by Town Code, Miranda Jones, Moderator, interviewed former Finance Committee members interested in serving and selected an appointee. In September 2023, she selected Cherry Karlson to serve a three-year term on the FCAB. With its membership complete, the FCAB held its inaugural meeting on September 26, 2023.

In FY2024, FCAB met five times to conduct its work of interviewing and appointing members of the Finance Committee. In September 2023, Cherry Karlson was elected chair. There were four Finance Committee positions with term expirations or vacancies as of June 30. During October and November 2023, FCAB interviewed six candidates and appointed four residents to the open positions. In May 2024, FCAB met to prepare recruitment statements for those appointments expiring at the end of the fiscal year on June 30, 2024.

Goals for FY25

The FCAB goal is to fill available positions on the Finance Committee in a timely manner with well qualified candidates.

Respectfully Submitted,
Cherry Karlson, Chair
Finance Committee Appointing Board



EDUCATION AND LIBRARY

School Committee

Mission Statement of the Wayland Public Schools

Personal and civic responsibility, love of learning, and empathy for others: these are the qualities that the Wayland Public Schools seek to instill in its students. At its core, our mission is to provide a rigorous and stimulating academic environment that promotes the acquisition of knowledge and skills. Yet we deem it equally important to nurture self-confidence, collaborative, and conscientious individuals. We strive to create a climate where risk-taking is safeguarded, open expression is encouraged, and free association is protected. Our goal is to advance our students' growth into principled, informed, and capable citizens who will help guide a democracy that follows humanitarian principles in the global forum and shape a just society where individuals may reach their full potential.

Overview and Highlights from the Year

The 2023-2024 school year welcomed Dr. David Fleishman as the Acting Superintendent. Administration, staff, and families continue to bridge learning gaps while addressing social and emotional needs of students post-pandemic.

"Empowering Minds, Inspiring Futures" was the motto for the school year and the School Committee worked to support that effort. Together with the administration, the School Committee continued to strive to fully support the academic and social/emotional growth of each child. Highlights of the year included the second year of the Language Based Program at Claypit Hill, implementation of the new K-5 Math Program "Bridges", implementation of the first Innovation Career Pathway at Wayland High School -- Business and Design, selection and planning for the piloting of two (2) K-5 SEL programs, and the graduation of the first Spanish Immersion cohort from Loker Elementary School. Additionally, the District welcomed Happy Hollow Principal Nicolette Foundas and Ronnie Kessler as the Assistant Director of Student Services. The District also saw the return of Susan Bottan as the Director of Finance and Operations.

Budget in Review

FY24 Operating and Capital Budgets *Pursuant to Preliminary FY24 Reports

The Town of Wayland appropriated a sum of \$48,803,195 to fund the operating budget of the Wayland Public Schools for the 2023-2024 school year and a total of \$50,145,677 was expended. As the Schools' utilities were moved from its operating budget to the Town's unclassified budget line item for FY24, the adjusted-comparable appropriation is \$49,876,695, an increase of \$2,711,925 or 5.8%. COLA increases for School employees are not included in this appropriation and were carried in and covered by the Town's reserve fund.

The FY24 School capital budget funded Capital Improvement Projects totaling \$688,600.00 including safety investments and the necessary upkeep of the District's capital assets.

FY25 Operating and Capital Budgets

The Town has funded a FY25 School Operating Budget of \$52,630,763 to educate an estimated 2704 students. This is an increase of \$2,477,568 or 4.94% over FY24.

Full funding for Full Day Kindergarten will begin in the 2024-2025 school year with the funding for this initial year from a portion of the Town's ARPA (American Rescue Plan Act) funds. FDK will be fully incorporated into the school operating budget in the 2025-2026 school year. The FY25 budget includes, among other things, a 3.0% COLA increase reflecting the second year of a three-year contract with the Wayland Teachers Association and other school unions, a new three-year contract for school bus transportation, and the first of a four-year commitment to shift high school ice hockey fully into the athletics program budget. Additionally, the Special Education department has been restructured through a reallocation of resources to maximize services provided to students. Overall, the 2024-2025 school budget reflects a total increase of only 1.4 FTE over the previous school year.

The School Committee continues to recognize the importance of adequately maintaining the District's capital assets knowing that many capital projects have been deferred in the past. The FY25 School capital budget funds capital projects totaling \$1,133,300 to address maintenance of certain capital assets, including installation and/or replacement of a roof, HVAC/air conditioning and boilers, a new student information system, and a minibus.

Conclusion



The School Committee recognizes its great responsibility to the community and is fully committed to providing high quality educational programs and supporting the overall growth of our students while respecting the fiscal constraints facing residents and balancing the needs of other Town departments. The School Committee continues to encourage innovation, momentum, and equity in our educational and technological offerings while at the same time taking concrete steps to address the need for sustainable spending given the larger financial realities in Wayland. The School Committee worked closely with the administration to work within the confines of the FY2024 budget and to develop the FY2025 budget to achieve this end.

The School Committee continues to be thankful for the tireless work of the administration and staff to support the academic, emotional and social growth of all students in our District. The School Committee truly appreciates the commitment and contributions from various individuals, local organizations and the Wayland community which are crucial to the continued success of the Wayland Public Schools.

Board of Library Trustees

Chair: Aida A. Gennis
Vice Chair: Leah Hart
Secretary: Emily Weintraub

Committee Members:

- Candace Hetzner
- Win Treese
- Elaine Donnelly
- Christopher Lindquist, Library Director

Mission

The Wayland Free Public Library seeks to provide a welcoming environment to inform, inspire, and enrich everyone who uses it, fostering lifelong learning and community. To this end, the Library will offer a wide variety of services and resources, adapting to the ever-evolving needs of its patrons.

Library Budget and Hours

The Town appropriated \$1,326,730 to the Library in FY2024, allowing us to continue developing our services, print and non-print collections for children, teens and adults, and a growing array of electronic resources. We continued maintaining a schedule of 67 hours per week during the school year and 60 hours per week during July and August.

Strategic Planning

The Board of Library Trustees engaged consultant Deb Hoadley to help the Library develop a new Strategic Plan for FY2026 – FY2030. We conducted a very successful community survey and series of focus group meetings, including with the Board of Library Trustees and staff, to get input from community and internal stakeholders. Once submitted to the Massachusetts Board of Library Commissioners, the new Strategic Plan will guide us and allow us to apply for federal and state library grants.

Personnel

Our professional and paraprofessional staff are the lifeblood of the Library. This past year we hired Children's Librarian Abby McBride and Library Clerk Salome Sweeney-Storace. Former Circulation Clerk Erica Leblang was promoted to full-time Circulation Associate / Museum Passes. Assistant Library Director Andy Moore announced his upcoming retirement in September 2024 after nearly 27 years of dedicated service, leaving a lasting legacy of personalized customer service and a seasoned cadre of Reference Services colleagues who will continue to serve the informational needs of the community.

Building and Grounds

The Repair and Maintenance Working Group, which includes two members of the Board of Library Trustees, worked with the Permanent Municipal Building Committee and an architectural design team on several projects funded by Town Meeting. These projects include: (1) Interior repair and maintenance in the Children's Room, including new carpeting and flooring, a new handicap-accessible entrance into the Children's Room and the lower level, (2) ADA-compliant public



restrooms; (3) Elevator modernization; (4) Exterior site improvements, including a new lighted walkway from the lower parking lot to the Children's Room and an exterior ramp exiting the north wing; (5) Connecting the Library to the Town's wastewater management system; (6) Remote entry buttons for public entries; (7) HVAC maintenance.

Technology and Equipment

We migrated to the new Aspen Discovery platform in January 2024. We worked with the Town's IT department to install a new Voice over Internet Protocol (VoIP) phone system that is fully integrated with the Town's networked phone system, replacing the outdated analog phone system. Patrons will continue to find a member of the staff answering their call.

Collections and Services

We undertook a reclassification project this past year to ensure items in our Religion and Cookbook sections conform to modern classification standards. In addition, we undertook a relabeling project to separate materials in our Science Fiction and Fantasy sections into two distinct sections for easier browsing. We also reviewed our Collection Development Policy to ensure our policies and procedures conform to current collection development methods and align with best practices.

Local History Collection

Thanks to \$35,000 in Community Preservation Act funds voted by Town Meeting, we undertook a digitization project to scan and digitize microfilmed copies of the *Wayland Town Crier* (1972 – May 2022) so that, eventually, the newspaper will be fully searchable and available online. This project is expected to be completed in the next two years.

Library Usage for FY22 – FY24

Library Usage	FY22	FY23	FY24
Total Circulation (including interlibrary loans)	283,342	276,179	276,981
Total Library Visits	58,733	70,102	76,482
Total Program Attendance	4,840	8,979	12,033
Total Number of Programs	350	522	532
Total Electronic Usage	50,120	53,783	57,953
Total Reference Transactions	8,138	7,852	8,216

Youth Services

286 Children and 43 teens participated in the 2023 Summer Reading program. Live animal programs, Ukelele singalongs, an Escape Room, Comic Drawing workshops, Chess Club, and Art Club were popular programs during the school year. Wayland Public Schools reinstated a free bus drop-off at the Library starting in September 2023, allowing Middle School and High School students to be dropped off afterschool. We held three Youth Services focus group meetings to help inform our new Strategic Plan for FY2026 – FY2030, and we hosted two Teen Pizza Nights during school exams in the spring. Youth Services staff visited each of the local elementary schools and worked with the Recreation Department and Family ACCESS Early Literacy Services to bring programming outside the Library.

Friends of the Wayland Free Library

The Library's operating budget was supplemented with \$33,450 that the Friends of the Wayland Library generously contributed by supporting some of our popular museum passes; adult programming, the Cookbook Club, Summer Reading programs; and all of our other Youth Services programming. The Friends, who work tirelessly to support the mission of the Library, continued to operate their ongoing Book Sale in the Raytheon Room and the hallway on the lower level of the Library.

Trust and Gift Funds

The Board of Library Trustees governs the use of state aid, as well as trust and gift funds that are separate from the Library's operating budget. Trustees have used these funds to contract with a Strategic Planning Consultant to assist developing our new Strategic Plan. Other expenditures from trust or gift funds this past year included for: ESOL coordinators, 175th anniversary booklet, the supplies and services for the preservation of the 1870-1889 Wayland Library



Trustees Minutes Record Book. Library trust funds investments are managed by the Trust Fund Commission. The expenditure of all trust and gift funds in FY2024 totaled \$10,394. We also expended \$25,386 in state aid funds distributed by the Massachusetts Board of Library Commissioners (MBLC) this past year.

An Appreciation

As we welcome two new Trustees, Candace Hetzner and Emily Weintraub, we extend our deep appreciation to two former Trustees, Judy Dion and Elisa Scola, whose dedication to this Library has been tireless and impactful. We also thank our experienced library staff, the Town Manager and staff, as well as our dedicated volunteers, who donated 693 hours to the Library this past year. We thank the Wayland Garden Club for the flower arrangements provided at our front desk, and their maintenance of the Friends' garden. As the Library enters its 176th year as an institution, its 125th year in this building, our deepest appreciation goes to the citizens of Wayland, whose continued support enables us to meet the educational, informational and recreational needs of our community in the years ahead.

SUMMARY OF LIBRARY STATISTICS, FISCAL YEARS '22 AND '23

HOLDINGS	FY2023	FY2024
Adult Books	29,818	29,626
Adult E-Books	68,225	72,940
Adult Audio	5,559	5,670
Adult Video	8,917	8,822
Downloadable Audio	31,258	36,008
Total Adult Materials	144,606	153,928
Teen Books	3,935	4,049
Teen E-Books	8,735	9,271
Teen Downloadable Audio	4,245	5,216
Total Teen Materials	16,987	18,696
Children's Books	26,936	27,574
Children's E-Books	15,718	16,223
Children's Downloadable Audio	5,293	5,875
Total Children's Materials	49,301	51,048
Print Serial Subscriptions	73	91
Electronic Serial Subscriptions	4,811	5,442
TOTAL PRINT MATERIALS	61,149	61,249
TOTAL E-BOOKS	92,678	98,434
TOTAL DOWNLOADABLE AUDIO	40,796	47,099



CIRCULATION	FY2023	FY2024
Local Electronic Collections	22,475	20,836
Network Electronic Collections	8,714	8,878
Adult Books	55,512	56,621
Adult Audio	5,722	5,372
Adult Video	14,507	14,506
Adult E-Books	30,900	31,822
Adult Downloadable Audio	22,768	25,904
Total Adult Circulation	135,726	141,286
Teen Books	9,960	9,708
Total Teen Circulation	10,212	9,943
Children's Books	86,730	81,640
Total Children's Circulation	92,478	86,424
Interlibrary Loans Received from Other Libraries	42,699	39,973
Interlibrary Loans Sent to Other Libraries	37,769	39,328
TOTAL BOOK CIRCULATION	152,202	147,969
TOTAL E-BOOK CIRCULATION	30,900	31,822
TOTAL VIDEO CIRCULATION	17,397	16,577
TOTAL DOWNLOADABLE AUDIO	22,768	25,904
TOTAL DIRECT CIRCULATION	238,414	237,653

PROGRAMS & SERVICES	FY2023	FY2024
Number of Adult Programs	233	381
Total Attendance at Adult Programs	2,904	3,971
Number of Teen Programs	32	20
Total Attendance at Teen Programs	249	244
Number of Programs for Ages Birth - 5	123	144
Total Attendance at Programs for Ages Birth - 5	2,205	2,674
Number of Programs for Ages 6 - 11	127	153
Total Attendance at Programs for Ages 6 - 11	2,942	2,979
TOTAL NUMBER OF PROGRAMS	522	532
TOTAL PROGRAM ATTENDANCE	8,979	*12,033
TOTAL REFERENCE TRANSACTIONS	7,852	8,216
TOTAL MEETING ROOM USES	343	329
**REGISTERED BORROWERS	7,437	7,250

TRUST FUND BALANCE (as of 6/30/2023 and 6/30/2024)		
The Millennium Fund	\$1,227,393	\$1,365,912
Other funds	\$648,944	\$712,682
Total Funds Balance	\$1,876,337	\$2,078,594

* Note: Total program attendance for FY2024 includes attendance at school outreach visits.

**Note: Registered borrowers includes Wayland residents who registered for a library card.



PLANNING AND NATURAL RESOURCES

Conservation Commission & Conservation Department

Purpose and Duties

The Conservation Commission holds the statutory responsibility for “the promotion and development of the natural resources and for the protection of watershed resources” of Wayland (MGL Chapter 40, Section 8C) and is responsible for the administration of the Wetlands Protection Act (WPA) MGL, Chap.131, Section 40. Wayland’s Wetlands and Water Resources Bylaw (Chap.194) complements the Commission’s responsibilities under the Wetlands Protection Act (WPA). The Conservation Commission has the statutory responsibility to administer, implement and enforce the Stormwater and Land Disturbance Bylaw (Chap. 193).

The Conservation Commission and Department are the municipal entities responsible for protecting and managing Wayland’s natural resources and conservation properties. The Conservation Commission is a seven-member volunteer board appointed by the Board of Selectmen. Between July 1st, 2023 and June 30th, 2024, the Conservation Commission consisted of:

- Sean Fair, Chairperson
- Barbara Howell, Vice Chairperson
- Luke Legere
- Jenny Brown
- Jennifer Pearlman
- Shannon Fischer
- Thomas Davidson

The Conservation Department consists of three full-time members.

- Linda Hansen, Conservation Administrator
- Monica Rivas, Department Assistant (Former)
- Brian Harris, Land Manager.
- Sloane Wendell, Seasonal Conservation Field Crew member (Former)

Summary of Activities and Accomplishments

The Administration and enforcement of the WPA and both the Ch. 193 and 194 Bylaws accounts for a major portion of efforts of the Commission. Over the course of 18 meetings, the Commission opened 18 hearings under the Wetlands Protection Act and Ch. 194, one of which was an Abbreviated Notice of Intent- Resource Area Determination (ANRAD). They held 78 continued hearings and closed 18 hearings. Under their permitting authority, the Commission issued:

- 17 Order of Conditions (OOC) Permits under the WPA and Ch. 194
- 2 Orders of Resource Area Delineation

There were 20 Public Meetings held for Request for Determination of Applicability (RDA), one of which was a result of a violation. Under their authority, the Commission issued:

- 18 negative findings under both the WPA and Ch. 194
 - 1 amended

The Commission received 24 Certificate of Compliance (COC) requests. They issued 22 Complete COCs and deferred 2. The Commission received 17 projects under Ch. 193, five of which were after the fact filings. Under their permitting authority, the Commission issued:

- 12 permits



Other

The following topics were discussed at Conservation Commission meetings:

- The Commission warmly welcomed its newest members, Jenny Brown and Shannon Fischer, who are enthusiastically contributing their time and efforts to advance the Commission's mission and goals.
- The Wayland High School Turf Field has received its fifth notice of violation concerning the issue of crumb rubber migration to the wetlands, prompting continued attention and action.
- The Commission formally accepted the deed for 57A Shaw Drive, a 7.3 acre parcel adjacent to the Hamlen Woods property. Incorporating this parcel into the Commission's holdings enhances our ability to preserve and manage this important natural area.
- The Snake Brook Dam underwent emergency repairs to the spillway after experiencing a significant risk of overflow, ensuring continued safety and functionality.
- The enforcement of the dog policy on Conservation lands was necessary due to ongoing issues with large groups of unleashed dogs.
- The Commission adopted a revised fee schedule, a necessary update to simplify the fee structure
- Commission member Shannon Fischer, in collaboration with Department Assistant Monica Rivas, launched a new initiative called Ribbit Rangers, designed to protect Wayland's amphibian population by improving their safety when crossing local roads.

Goals for FY25

- Continue to preserve and protect the natural resources of Wayland.
- Adopt the Chapter 193 regulations, after DEP regulations are promulgated.
- Develop a trail system that connects various properties, including the new Council on Aging/ Community Center building.
- Provide residents with online permitting access for Chapters 193 & 194 bylaws.



Common Yellowthroat, Photo by Brian Harris

Respectfully Submitted,

Sean Fair, Conservation Commission Chairperson
Linda Hansen, Conservation Department Director



Community Preservation Committee

Chair: Susan Weinstein, Wayland Housing Authority
Vice Chair: Doug Stotz, At-Large
Clerk: Maureen Cavanaugh, At-Large

Committee Members:

- Sean Fair, Conservation Commission
- Katherine Gardner-Westcott, Historical Commission
- Judy Ling, Board of Public Works
- Michael Lowery, At-Large
- Ira Montague, Planning Board
- Kelly Pierce, Recreation Commission

Committee's Purpose and Duties

The Community Preservation Committee (CPC) makes recommendations to Town Meeting for Community Preservation Act (CPA)-eligible expenditures related to historic preservation, open space, community housing, and some recreation projects. The Town funds projects throughout our community via a 1.5% surcharge on real estate taxes, supplemented by matching funds from the Massachusetts Community Preservation Fund. CPA projects utilize funds already collected (with the exception of the Mainstone Farm conservation restriction, for which the Town approved borrowing that is being paid over time with CPA receipts), so the projects do not increase the tax rate for Wayland residents. Each year, as required by the CPA, Town Meeting designates at least 10% of revenue to each of the CPA's primary purposes: open space, historic preservation, and community housing. The remainder is allocated to the uncommitted fund, which can be used for any of the three primary purposes, plus recreation projects and administrative expenses. The CPC prioritizes projects that would not otherwise have a funding source.

Summary of Activities and Accomplishments

This year, the CPC processed an unusually large number of requests for funding. Ultimately, CPC recommended the customary annual distributions and debt service expenditure, and \$1,101,519 in projects to the 2024 Annual Town Meeting, which approved them.

- Distribution of \$129,870 (10% of the total income) to each of the three dedicated funds (open space, community housing, and historic preservation)
- Set aside \$373,731 to pay debt service obligations for the Mainstone Farm conservation restriction
- Community Housing, total transfer and appropriation \$158,670:
 - Transfer of \$130,670 from community housing funds (including a small balance in the fund) to the Wayland Municipal Affordable Housing Trust Fund
 - Appropriated \$28,000 to retain one or more consultants to support community housing efforts
- Historic Preservation, appropriated \$572,673:
 - \$2,673 for preservation supplies for the Town Archaeology Lab
 - \$100,000 for restoration and conservation of historic records of the Town
 - \$55,000 for installation of a new HVAC system at the Grout-Heard House and Museum to preserve artifacts and documents
 - \$400,000 to complete restoration of Stone's Bridge
 - \$15,000 for archaeological monitoring during the demolition at 27 Sherman's Bridge Road
- Open space, appropriated \$50,846:
 - \$9,065 for improvements to trail access at Pine Brook Conservation Area



- \$6,000 for a biocontrol project, introducing beetles at Cow Common Conservation Area to curtail invasive purple loosestrife
- \$35,781 for conservation restriction monitoring, demolition of the existing structure, and installation of a walking trail at 27 Sherman's Bridge Road
- Recreation, appropriated \$450,000:
 - \$154,000 for rehabilitation of facilities at the Cochituate Ball Fields
 - \$296,000 to support improvements (plumbing, showers, toilets, locker rooms, starting blocks, diving board, and chair lift for people with disabilities) at the Wayland Community Pool.

The CPC extends appreciation to Sherre Greenbaum for her service on the committee.

Goals for FY25

- Continue working to improve the process for evaluating and making recommendations on project proposals.
- Continue responsible stewardship of CPA funds.

Respectfully submitted,
Susan Weinstein, Chair
Community Preservation Committee

Planning Board

Chair: Anette Lewis
Vice-Chair: Jennifer Steel

Committee Members:

- Daniel Hill
- Ira Montague
- Larry Kiernan
- Prashant Shukla, Associate Member

Planning Board's Mission

The Planning Board is an elected six-member board established under M.G.L. Ch. 41, Sec. 81A and is comprised of five full members and one associate member. The Board is responsible for:

- Subdivision Review: Adopting regulations for and administering the dividing and subdividing of land into building lots and other parcels.
- Special Permit Review: Authorizing the use of certain land and construction of buildings and structures in special purpose zoning districts expressly provided for in Wayland's Zoning Bylaws.
- Site Plan Review: Reviewing development proposals to ensure they conform with design guidelines and other specific criteria spelled out in Wayland's Zoning Bylaws.
- Scenic Roads: Administering the Scenic Road Bylaw which helps the Town preserve the scenic and rural character of specifically designated roads. Review is triggered by a proposal to cut or remove trees on those roads or to tear down or destroy stone walls all within the Town's right-of-way.
- Planning: Undertaking comprehensive as well as site-specific planning efforts for the Town's future development including the making of Master Plans.
- Zoning: Drafting (and revising) the town's zoning bylaws that establish, among other things, zoning districts, the size of lots within each district and the permissible uses, setbacks and lot coverage within each district.
- Official Map: Preparing an official map of the public and private ways and public parks within the town.
- Reports: Reporting to the Town annually regarding the condition of the Town.



Highlights of FY23

The Board met 31 times between July 1, 2022 and June 30, 2023 with most meetings held via a virtual platform. The Planning Board addressed new applications and requests for revisions to existing permits, participated in planning initiatives, and analyzed sections of the Town's Zoning Bylaws to assess whether amendments were needed. Highlights of the past year follows:

- **Approval Not Required Plans**
 - 221 Old Connecticut Path – Change of lot lines
 - PB #22-01 - 29 & 33 Claypit Hill Road – Change of lot lines
 - PB #23-05 - 59 Claypit Hill Road – Change of lot lines
 - PB #23-06 - 37-39 Barney Hill Road – Change of lot lines
- **Special Permit Review**
 - 526 Boston Post Road (Earth Well Farms, LLC): The Planning Board approved with conditions the operation of a Medical Marijuana Treatment Center for the cultivation, product manufacturing, and sale of medical marijuana and marijuana products. The facility is to be housed in an existing office building located in a Limited Commercial District and the Medical marijuana overlay district.
 - Pb #23-01 - 60 Shaw Drive -- Conservation Cluster Development Special Permit & Subdivision Road: The Planning Board held numerous hearing sessions on an application for a 5-lot Conservation Cluster Development on 8.69 acres and, at year end, the application was still under review.
 - Pb #23-02 - 105 Plain Road – Amendment To Conservation Cluster Development Special Permit: The Planning Board amended a previously issued Conservation Cluster Development special permit to allow lot 1 to be conveyed prior to recording a M.G.L. Ch. 184, Sections 31 - 33 Conservation Restriction.
 - Pb #23-03 – 4, 8, 14 Andrew Avenue & 365 Boston Post Road (Council On Aging/Community Center): Public hearing commenced on a request for an amendment to the January 17, 2008 Wayland Town Center Mixed-Use Project Master Special Permit and for phase i site plan approval for a proposed Council On Aging/Community Center building and associated improvements in the mixed-use overlay district. At year end, the application was still under review.
- **Site Plan Review**
 - Pb #23-04 - 533 Boston Post Road (Herb Chambers): Advisory review, per Wayland zoning bylaw §198-603 site plan review, of an application pending at the Zoning Board Of Appeals (ZBA case #23-01) for expansion of an existing building.
 - Pb #23-07 - 124 Cochituate Road (St. Ann's Senior Village): Advisory review of an application for a M.G.L. Ch. 40b Comprehensive Permit submitted to The Zoning Board Of Appeals to construct a building consisting of 60 deed-restricted affordable rental units.
- **Scenic Roads**
 - 202 Glezen Lane – the Board approved with conditions the removal of a 14-foot section of an existing stone wall located within the Glezen Lane right-of-way in front of 202 Glezen Lane in order to allow for construction of a new driveway opening.
- **Planning**
 - Route 20 Corridor Master Plan: – the Planning Board and consultant Beta Group, Inc. held a public forum in mid-winter to solicit ideas from the community on possible enhancements and potential zoning changes to re-invigorate the Route 20 Corridor. Follow-on work is in progress.
 - The Board has participated in discussions on the following projects or properties: a possible 40B development at 297-311 Boston Post Road and a proposed day care on Boston Post Road in Weston on the Wayland town line.
- **Zoning**
 - MBTA Communities As-of-Right Multi-Family Zoning – The Planning Board, together with its consultant, the Barrett Planning Group, began the process of coming into compliance with the recently enacted M.G.L. Ch. 40A, Sec. 3A. The Town timely submitted an Interim Compliance Action Plan and, among other things, the Board has been analyzing potential areas in town to zone for multi-family housing and has begun the process of considering bylaw amendments and site plan review requirements. The Board held a community forum in December to explain the requirements of the new law.
 - Conservation Cluster Development Regulations – The Board amended its Conservation Cluster Development regulations to reflect bylaw changes approved at the 2022 Annual Town Meeting.
 - Ground-mounted Solar Facilities – Work has begun on crafting a zoning bylaw to allow for installation of ground-mounted solar facilities.

The Board is staffed by Robert Hummel, our new Town Planner who joined the Town on Sept 12, 2022.



Economic Development Committee

Chair: Rebecca Stanizzi
Vice Chair: Jesse Lopez
Clerk: Nick Zafiropoulos

Committee Members:

- Dan Crossman
- Karen Kelly
- Emily Kumler Kaplan
- Brad Young

Liaisons:

- Anne Brensley, Select Board Liaison
- Robert Hummel, Town Planner

The Wayland Economic Development Committee (EDC) was established by the Select Board in 2010 to support, promote, encourage and advocate for the town's commercial tax base, strengthen the local economy, and diversify the tax base in a manner consistent with the character of our community.

In FY24, EDC continued to pursue goals to boost the long-term economic vitality of Wayland, specifically:

- Improve Route 20 Corridor
 - EDC continued to advocate for much-needed master planning to revitalize the Route 20 Wayland Center corridor:
 - The Planning Board began master planning efforts with consultant BETA in FY24. EDC provided feedback and looks forward to public input for a comprehensive plan in FY25. EDC goals include polling local residents, businesses and property owners for targeted feedback, and contemplating targeted zoning changes to help spur revitalization (see Empty buildings, below).
 - The Town began initial sidewalk and curb cut planning with BETA, with the goal of creating a cohesive, attractive, walkable Route 20 town center roadway. Next, fully engineered plans are required for Wayland to get in line for (potentially millions of dollars of) state Transportation Improvements Plan "TIP" funds. EDC advocated for funding this engineering design via Town Meeting 2024, however ultimately it was deferred, to be pursued for TM 2025.
 - At the end of FY24, MA DOT appeared with some leftover funds in their budget for basic repaving of Route 20 center, currently in process. A more fully revamped corridor with complete sidewalks, decorative street lights, pedestrian crossings, street trees, etc. continues to be EDC's goal.
 - EDC advocated or pushed for increased vitality at Town Center:
 - Completion of Council on Aging / Community Center (COA/CC), as a new spark plug for activity at Town Center particularly during the day
 - COA/CC plans were approved in August 2023, encouraged by EDC members, and construction is now underway, due to open early 2025.
 - Implementation of state Shared Streets grant funds for street furnishings for May-October closure of Elissa Avenue (in the area where string lights are currently strung over the street at/near Giacomo's and Takara) for socializing, events, potential pop-up beer garden use, and outdoor restaurant seating
 - EDC coordinated review of the furniture plan with Town Center, police, fire, Town planner and procurement, to push to fruition. Use agreements and final procurement are in process with Select Board and Town Manager as of end FY24. Goal to open for spring 2025 season.
 - Establishment of streamlined process to spur community use of the Town Green
 - EDC worked with Town Center and Recreation Department to assemble guidelines to help potential event organizers. Currently in process with Select Board, with a goal of Fall 2024 posting by Rec Department. Once posted, EDC will publicize to encourage event and activity use in 2025.



- EDC continues to explore a potential Route 20 Business Improvement District, or similar working group, to spur commercial events, activity and improvements.
 - EDC has created a database of all Rt 20 business contacts, and researched options. Efforts to continue in FY25 to create an email, facebook, chat or other group forum.
- EDC is exploring activating empty buildings along the Route 20 corridor
 - EDC reconnected with the owner of Wayland Village (old Whole Foods), now that Mill Creek is no longer pursuing its 40B project. Note grocer Fresh Market signed a 15-year lease at top dollar for prior Whole Foods/CVS spaces, and has been paying full rent, but has elected to not open. So any movement will need to be a Fresh Market sublease, or another use more valuable than this existing lease (challenging).
 - Three bank buildings along Route 20 (TD Bank, Bank of America, Santander) have sat empty for years. All have drive-throughs, which are allowed for non-food uses like banks and pharmacies in Wayland, but not food uses. EDC has been exploring whether a simple zoning change to allow 1-2 food *pick-up windows* (not full order *drive-through windows*) might encourage new uses. Potential TM 2025 article.
- Improve Cochituate Village properties
 - An EDC-sponsored article was approved at 2021 Town Meeting for CPA funds to restore the historic façade of 70-74 Main St (across from Hannah Williams Playground), to help improve quality of the overall commercial district. Progress has been delayed with the property owner's family significantly affected by long COVID health impacts; EDC is looking to finally begin in FY25, or otherwise (sadly) return the allocation to CPC if not.
 - Rebuild of the Liberty Pizza plaza continues to be a priority so that local retailers can return. EDC has been tracking progress and has assisted to help expedite permitting.
 - EDC continues to encourage redevelopment or tenancy of the empty gas station at the corner of Main and West Plain. The out of state corporate owner is still not at a price which will facilitate progress, but EDC will keep tracking, networking and advocating.
 - EDC advocated for a proposed self storage project in Cochituate 1) well-designed to fit into the village vernacular, 2) with low traffic/noise/environmental impacts, 3) providing significant new tax revenues and 4) including free space for Arts Wayland or similar community use to add to the vitality of the village. Efforts transitioned to a citizens petition article at 2024 TM, since Planning Board was tied up with MBTA Communities, and the Select Board voted inconclusively 2-2-1 to sponsor EDC's zoning article.

In FY24, EDC also actively reviewed housing topics, as part of, or related to, economic development:

- MBTA Communities zoning – Wayland completed its required MBTA zoning at Spring 2024 Town Meeting. In FY25, EDC would like to explore potentially improving the plan in terms of ability to actually create housing. Multifamily housing, whether apartments or townhome condominiums, are financial engines for a town like Wayland; approximately 150 of our required 750 MBTA units have been built at Alta Oxbow, which generates \$1.1 million per year in tax revenue, and the remaining 600 units – which would be built much less densely – could add \$3M+ new much-needed annual tax revenues.
- St. Ann's Village – EDC supported this 60-unit, well-designed and 100% deeply affordable project (30%-60% Area Median Income) by POUA, the Archdiocese's non-profit affordable housing arm. It will add modest new tax revenues for the Town, but importantly, it helped solve Wayland's 10% affordability hurdle, to be able to block unfriendly 40B projects.
 - St. Ann's Village was approved by ZBA in July 2023, and its 60 units pushed Wayland's affordable housing count back above our state-required 10%, per 2020 census figures. POUA needed to pull its building permit within one year of ZBA approvals for the units to remain valid; this was completed July 2024 and Wayland is now in compliance until 2030 census. The project is in final fundraising stages, due to start late 2024 / early 2025.

Final Alta Oxbow (River's Edge) Update

Alta Oxbow, after many years of efforts, opened in FY23, and reached full occupancy in FY24.

The 218-unit project was assessed at \$72.8 million for FY24, resulting in over \$1.1 million in new tax revenues to the Town, with low related municipal costs. (Regarding town costs, the primary new cost, added schoolchildren, was conservatively projected in an early financial study at 25-35 kids; the reality, in early 2024, is only 16. Other Town costs are minor, since all project roads, maintenance and infrastructure are private. Fire and police chiefs note service calls



have been similar in number to other properties, but are just different in type, which they've acclimated to. Council on Aging has seen more calls, given a new building full of seniors at Alta Oxbow, which is good to see; increased tax revenues can more than cover a new COA staffperson, if elected by the Town as the new COA/CC opens.) As a result, the net financial benefit to Wayland is substantial, and in perpetuity. Alta Oxbow is representative of a creative, proactive solution which met several Town goals and needs: to create affordable, senior and market housing, to block unfriendly 40B's, to clean up a contaminated site at no cost to the Town, and generate significant net new tax revenues. In addition, the Town was awarded \$4.6 million in MassWorks funds for Route 20 wastewater and water line infrastructure, and received \$1-1.5 million net from the sale of the permitted land, after town closing costs and substantial \$5-6M site clean-up costs by the developer. EDC will continue to explore responsible tax base growth, applying lessons learned here to encourage new growth – at much lower densities than Alta Oxbow, of course, but still creating meaningful differences – as Wayland faces the real prospect of a Proposition 2-1/2 override in the near future.

Design Review Board

The purpose of the Design Review Board is to issue an advisory opinion to the Building Commissioner, Special Permit Authority, Board of Appeals and or the Planning board based on the approved design guidelines that enhance, protect and promote development consistent with the Wayland's Master Plan.

The quality and character of a community is dependent upon the quality and character of the architecture and development that is allowed to occur. Poorly planned and executed projects detract from the character and value of adjacent properties, while well-planned development enhances the character, quality of life and value of the surrounding properties. The 2004 Master Plan recommended creating a Design Review Board, followed by the 2011 Master Plan Advisory Committee report which again recommended the establishment of a design review board to assist the Planning Board, Zoning Board and Building Inspector.

Once built communities must live with the results for generations, whether they are successful or not. Design standards are a tool in development and redevelopment assuring that honoring community priorities as an integral part of the design process is respected. The small degree of extra investment in time and design that is necessary to conform to Design Guidelines will be repaid many times over the life of each individual project. Likewise a business owner or developer can rest assured that, because Design Guidelines are in place, the project that follows their recommendations will be done in a way that is sensitive to the character of the community and will enhance the value and viability of their property and business.

The Design Review process considers a wide range of design issues. These include such things as open space and natural features, pedestrian and traffic circulation, building scale, architectural details, signs, landscaping, and site lighting. Each issue may appear individually small. However, in combination, they can make the difference between a bad project and a good project. Hopefully these guidelines will prevent Wayland from looking like Route 9 or "anywhere in USA".

It is the wish that a Design Review Board will guide the process of development with its boundaries so that its residents, both now and in the future, will feel the special power of this place. Architectural additions and compatible land use practices can be positive and welcome communities when they respect the tradition and character of the place. The Design Review Board met 6 times and reviewed the following applications:

- 44 Main Street
- 233 Boston Post Road
- 129 Boston Post Road
- 162-172 Cochituate Road
- 116-120 Main Street

Respectfully submitted,
Bill Sterling, Chair



Zoning Board of Appeals

Chair: Thomas White

Clerk: Aida Gennis

Committee Members:

- Thomas White, Chair
- Aida Gennis, Clerk
- Adam Hirsch, Member
- Hunter Perry, Member
- Justine Paul, Member
- Shaunt Sarian, Associate Member

Ex-Officio and Liaisons:

- Douglas Levine Selectboard Liaison

Committee's Purpose and Duties

The Board is established pursuant to the provisions of Mass General Law Ch. 40, Sec. 30, MGL Ch. 40A, Sec. 14 and MGL Ch. 41, Sec. 81Z and is designated as the Zoning Board of Appeals required by MGL Ch. 40A, Sec. 12. The Board acts on Variances and Special Permits as prescribed by the rules and regulations adopted by the Zoning Board of Appeals of Wayland under the authority of the General Laws of the Commonwealth of Massachusetts, Chapter 40A, Section 12.

The Zoning By-laws provide for certain building requirements, and it is the role of the Board of Appeals to determine whether relief from these regulations is warranted in certain situations. To that end, the Board of Appeals hears, and makes decisions on applications for:

- Alteration or extension of a pre-existing, non-conforming structure or lot
- Appeals of the decisions of the Building Inspector
- Comprehensive Permits
- Special permits for the reconstruction
- Special Permits
- Variances from zoning regulations

The Board makes every effort to consider the opinions of the petitioners, their neighbors, and other interested Town entities such as the:

- Board of Health
- Board of Selectmen
- Building Inspector
- Conservation Commission
- Historical Commission
- Planning Board
- Town Engineer

Summary of Activities and Accomplishments

The Wayland Zoning Board of Appeals (ZBA) is composed of five members and one associate members. At the outset of the fiscal year the ZBA had the following members Chair Joshua Wernig, Clerk Aida Gennis, Adam Hirsch, Hunter Perry, and Thomas White and associates Shaunt Sarian and Doug Levine, all appointed by the Board of Selectmen. By the end of the fiscal year, the ZBA had the following members Thomas White, Clerk Aida Gennis, Adam Hirsch, Hunter Perry, and Justine Paul and associate Shaunt Sarian, all appointed by the Board of Selectmen. Chair Joshua Wernig resigned during



the summer of 2024. Doug Levine resigned as an associate member in the summer of 2024. For the last hearing of FY 2024, Thomas White was acting chair.

The ZBA conducts public hearings on all applications for zoning relief. The ZBA generally meets on the second Tuesday of each month at 7:00 p.m. ZBA hearings were held on July 11, 2023, July 13, 2023, August 8, 2023, September 12, 2023, October 10, 2023, November 14, 2023, December 12, 2023, January 16, 2024, February 13, 2024, February 20, 2024, March 12, 2024, April 9, 2024, May 21, 2024, June 11, 2024. The meetings for each public hearing were held hybrid, with some members and public appearing at the Town Hall and others appearing by Zoom. Participation in the public hearings by interested citizens is always welcomed. The Zoom hearings have been hosted by the Town of Wayland, under the Town's protocol.

The cases that are typically heard by the ZBA include: (1) applications for dimensional or use variances from the zoning bylaws, (2) applications for special permits requested under the zoning bylaws, and (3) appeals from various decisions of the Building Commissioner. The ZBA also hears applications for site plan approval under certain circumstances. Further, the ZBA has jurisdiction over comprehensive permit applications under Massachusetts General Laws Chapter 40B, in which a developer, under certain circumstances, is able to bypass local zoning laws if 25% of the proposed units are affordable. In addition, the ZBA has jurisdiction over cell tower applications which are governed by the Telecommunications Act of 1996, by virtue of which an applicant, under certain circumstances, is able to bypass local zoning laws if there is a "substantial gap in coverage" and there are no feasible alternatives.

The most common type of proceeding heard by the ZBA is a request to construct an addition to a home that is "grandfathered," i.e., it does not comply with the current zoning bylaws, but did comply with the bylaws that were in effect at the time it was built. If such an addition will either increase the gross floor area of the dwelling by more than 20%, or deviate in any way from the current bylaws, a special permit is needed from the ZBA. During the fiscal year covered by this annual report the ZBA held hearings related to one Chapter 40B application.

Notices of hearings before the ZBA are published in the legal notices section of the Wayland Town Crier at least fourteen days prior to the date of the hearing. In addition, abutters of the subject property are notified of a hearing by mail. Each applicant is charged a filing fee, which covers the cost of publication and other administrative expenses. ZBA application forms may be obtained from the Building Department in the Town Building during regular business hours. Decisions rendered by the ZBA are filed with the Town Clerk; notice of each decision is given to the applicant and others and, after an appeal period of twenty days has lapsed, the decision becomes final, unless an appeal is filed. In the event that the ZBA grants relief to an applicant, the special permit or variance is generally granted subject to explicit conditions.

The Building Commissioner, Mike Crisafulli, is the Zoning Enforcement Officer for the Town. Citizens may report zoning violations and requests for zoning enforcement in writing to the Building Commissioner. The ZBA has jurisdiction to hear appeals relating to the Building Commissioner's response to such requests.

There were 23 applications filed with the Zoning Board of Appeals during FY 2024. Hearings, sometimes multiple hearings, were held on 26 matters in FY 2024, including matters first filed in FY 2023. A total of 22 hearings (18 public hearings and 4 executive session hearings) were held in FY 2023 and a total of 14 hearings were held in FY 2024.

Respectfully Submitted,

Thomas W. White, Chair
Zoning Board of Appeals



Permanent Municipal Building Committee

The Permanent Municipal Building Committee (PMBC) was established by the Board of Selectmen to assist Boards, Committees and the Facilities Department, with various construction projects throughout the Town. The Committee is comprised of five members appointed by the Selectmen, and two members appointed for each project by the cognizant board or committee for the duration of that project. The Director of Public Buildings acts as the staff liaison to the PMBC.

During the past fiscal year (FY24), the Committee has assisted the School Committee with (1) monitoring the final closeout and evaluation of the field drainage that was part of High School Athletic Fields Renovation Project. The committee has also worked closely with both the Community Preservation Commission and the Council on Aging with the design, permitting, bidding and award of (2) the Stone's Bridge Rehabilitation Project and (3) the Council on Aging and Community Center. The PMBC worked with the Recreation Commission with the closing out of (4) the Grass Field at Loker Conservation and Recreation Area. The most recent PMBC collaboration is with the Library Trustees on the (5) Wayland Free Public Library Improvements Project.

The following project summaries are as of June 30, 2024

(1) High School Athletic Fields - The High School Athletic Fields Improvements project approved at ATM 2019, construction began in early June 2019 and completed in August 2021. This project was completed within the appropriated budget and on schedule. Close out of the Conservation Commission's Order of Conditions pends due to evaluation and correction of infill migration issues experienced during heavy rain events. A third party Engineering Firm was engaged to evaluate the drainage system and recommend any necessary remediation.

(2) Stone's Bridge Restoration Project – Sealed bids were opened in late July 2018. The initial appropriated funds were insufficient to economically repair the structure. The additional funding required was approved at ATM 2019. The rebid resulted in a proposal within the increased appropriation; however, difficulties in processing the contract resulted in the need to rebid again. The low bidder on the second rebid was also within the appropriation limit; however, that contractor claimed an administrative error. Negotiations with the low bidder were not successful in reaching a contract and the other bidders were not within budget. The project was advertised again in June of 2023 with bid opening in August of 2023. Project funding was insufficient to award. The Project was rebid in May of 2024 with ATM24 approving additional funds to award the project. The Project Contract has been awarded to Cape Cod Builders with work expected to begin late summer of 2024 and completed mid to late fall 2024.

(3) Council on Aging and Community Center - Annual Town Meeting 2018 approved funding to begin Design and Construction, ATM22 approved funding to complete the Design and Construction. Project permitting was completed through the Planning Board and Conservation Commission. Advertising, bidding and award to Tower Construction completed in November of 2023. Construction began on site in January of 2024, there have been delays due to under slab discoveries and soil issues but all are now resolved and the project is proceeding on pace to an expected Substantial Completion in Spring of 2025.

(4) Grass Field at Loker Conservation and Recreation Area – Annual Town Meeting 2022 approved funding to install a grass field at Loker Conservation and Recreation Area. Bids opened in May 2022 and a contract awarded to M. J. Cataldo to complete the work. The site was tested for PFAS prior to bidding and 3 of 12 samples tested above the reporting limit. The Town hired Weston & Sampson as the Licensed Site Professional (LSP) to develop and manage the soil management plan for the project. The Town, the LSP, and the Contractor together developed a cost effective and environmentally sensitive soil management plan that was submitted to Massachusetts Department of Environmental Protection (MassDEP) and subject to Public Involvement Plan requirements. Construction began in April 2023 with substantial completion

and first play in April 2024. Closeout documents and Certificate of Completion for the Conservation Order of Conditions still pend.



(5) Wayland Free Library Improvements – Annual Town Meeting 2022 approved funding for improvements to Wayland Free Public Library including American with Disabilities Act (ADA) improvements both interior and exterior and needed infrastructure rehabilitation. To minimize the disruption to the daily activities of the Library and to better manage the project, the PMBC and Facilities Department decided to break the overall project into 4 individual phases. Phase 1 consists of exterior accessibility improvements and the addition of a forced sewer main. This phase will remove the need for the current septic system by tying a forced main line from the library to the existing town sewer system. This Phase will also rework the rear access to the building providing a new ADA compliant entrance. Phase 2 will include some interior deferred maintenance projects to the Activity Room and the Ground Floor Bathrooms. Phase 3 will add some much needed upgrades to the current elevator. Phase 4 will utilize the remaining budget funds to enhance the Libraries HVAC systems. Project Management for these phases will be overseen by the “in-house” management team. Bidding on the first Phase, Exterior Improvements, is expected to be available in October 2024 with subsequent phases to follow.

Energy and Climate Committee

Co-Chairs: Ellen Tohn and Anne Harris

Committee Members:

- William Huss - Member
- Tom Sciacca - Member
- Neil Gordon - Member
- John Harper - Associate Member - non-voting
- Paul Dale - Associate Member - non-voting
- Tara Sawrikar - Student Member - non-voting

Ex-Officio and Liaisons:

- Ben Keefe, Facilities Director
- Abigail Shute, Sustainability Manager
- Adam Gutbezahl, Select Board Liaison (Replaced by Bill Whitney on 6/24)

Committee’s Purpose and Duties

The Energy and Climate Committee (ECC) is appointed by the Select Board and is charged with advising the Select Board, other town boards and committees, the Town Administrator, the Facilities Director and the Sustainability Manager on all issues related to reducing energy use and mitigating and adapting to climate risks. The Committee works closely with the Sustainability Manager to support and initiate projects such as energy conservation measures, procurement of heating/ventilation/cooling equipment and technologies, policies regarding the use of energy and reducing greenhouse gas emissions, renewable energy technologies, equipment and grants, and efforts to engage residents in community-wide efforts. It advises the Town and residents on dealing with increase flooding, droughts, heat waves, and air pollution resulting from current and existing climate change.

Summary of Activities and Accomplishments

During FY 2024, the ECC focused on working with the Sustainability Manager to advance the Town's response to the climate crisis in accordance with the Climate Action Mobilization Plan adopted by the Select Board in June 2022 as well as additional projects to save energy and reduce emissions as described below.

Wayland Electricity Choice (Community Choice Aggregation of Electricity or CCA)



The ECC launched [Wayland Electricity Choice](#) this spring with support from the Town's consultant, Peregrine Energy Group. The program offers all Wayland residents and small businesses three choices for electricity supply from well-vetted suppliers:

1. Wayland Economy (provides the minimum renewable energy required by the state)
2. Wayland Standard Green (provides an additional 20% of renewable electricity above the state minimum from new resources in the New England region (MA Class I RECs or Renewable Energy Credits)), and
3. Wayland 100% Green (provides 100% renewable energy supply from new resources in New England - MA Class I RECs.)

Outreach efforts included postcards and letters mailed to residents currently on Eversource Basic Service, events held at the Council on Aging and Town Building, several webinars convened by the Town and EnergizeWayland, a community-based organization, and a [customized website](#) along with a customer service help line staffed by Peregrine Energy. At the end of May:

- 4,012 households enrolled in Wayland Standard Green (86% of program participants),
- 341 households enrolled in Wayland Economy (7% of program participants),
- 116 households enrolled in Wayland 100% Green (2% of program participants), and
- 182 households opted out (4% of program participants)

Town Meeting Articles

The ECC worked with the Select Board to sponsor three articles to bring to Town Meeting for the Town's approval. Each of these three will advance the Town's goals of expanding solar energy and reducing the use of fossil fuels. All three articles were approved at Town Meeting.

1. Amend the 2021 Town Meeting warrant article that authorized the Town to enter into a power purchase agreement (PPA) to purchase electricity from a solar project to be located at Loker Elementary School for a term of up to 25 years (up from 20 years as approved by the 2021 Town Meeting).
2. Authorize the Town to enter into a power purchase agreement (PPA) to purchase electricity from a solar project to be located at the new Council on Aging building for a term of up to 25 years.
3. To adopt the Massachusetts Municipal Opt-In Specialized Building Code, which was developed to comply with the State's Climate act of 2021. The code only applies to new construction and includes more stringent measures for energy efficiency and inclusion of renewable energy in buildings with new fossil fuel equipment

Student Member on Committee

Associate Member Tara Sawrikar, Wayland High School Junior, continued to actively participate in Committee activities. She worked with Energize Wayland mentors to advance an initiative to ensure all students graduating from Wayland Schools have an understanding of the climate crisis, its causes and consequences, ways to mitigate risks, and with the knowledge and skills they will need to succeed in a climate-changed world. She circulated a student opinion survey and presented the information to the School Committee. The School Committee was receptive to the ideas but as of this date has not moved the initiative forward. Tara is also on the High School Green Team and worked with Sustainability Manager Abby Shute to continue the school composting program.

PlugIn Metrowest

ECC members worked with Acton, Natick and Framingham to develop the PlugIn initiative, which encouraged residents to adopt heat pumps, solar panels, Community Solar. MassEnergize developed a website and offered marketing support. Energize Wayland volunteers and Sustainability Manager Abby Shute conducted outreach and offered webinars and coaching on the three technologies.

Solar Array on the Loker School Roof

ECC members have continued to work with the Sustainability Manager, Facilities Director, and installer Solect Energy through the design and contract phases. The Committee encouraged including battery backup in the design, but the roof



structure would not support an array large enough to do so. The final design is a 100kw array, which will supply about one third of the Loker School's electricity. At the close of FY 2024, the Power Purchase Agreement had been signed by Town Manager Michael McCall. Materials will be delivered to the site in late August, with installation expected to be complete in Fall 2024.

Council on Aging/Community Center Building

The Committee worked throughout the fiscal year with the Sustainability Manager, Facilities Director, and the solar installer Solect Energy to determine a viable design and scope for solar arrays at the building. At the close of FY2024 geo-technical surveying for solar canopy foundations was being conducted. Five dual port electric vehicle chargers are planned for the site as well. With the addition of the solar installation this fully electric building will be net zero. This approach and appropriate methodology were strongly encouraged by the Energy and Climate Committee.

Sustainability Manager

This position was created and filled in FY 2023 with assistance and input from the ECC. The Sustainability Manager responsibilities include the implementation of the Climate Action Mobilization Plan (CAMP), securing grants and other funding to support sustainability work, managing programs to engage residents and local businesses to reduce emissions, working with town departments and staff to reduce emissions through policy and program actions, and managing facilities projects in conjunction with the Facilities Director. The Sustainability Manager attends ECC meetings to brief the Committee on ongoing projects and request input and support as needed.

The Energy and Climate Committee worked with the Sustainability Manager to provide support in the following project areas:

- Grant applications - discussing potential projects
- Solar at the Loker School and Council on Aging/Community Center Solar - engaging with the installer and project team - see description above
- Battery Backup at the Middle School - developing a grant proposal to explore battery backup for the solar canopies to supply power to the Emergency Shelter
- DOER Climate Leaders Program - assisting in completing steps to allow access to additional grant money such as the adoption of the Specialized Building Code at Town Meeting, building Decarbonization roadmap and vehicle fleet electrification plan
- Green Communities Annual Report - assistance with compilation
- Green Communities Grant Projects - consultation on DPW retro-commissioning and energy improvements project
- Accelerating Climate Resistance for Elders program
- Town Building energy improvements projects
- Wayland Housing Authority rooftop solar project at the Cochituate School Apartments
- Electric School Bus research
- Budget for Sustainability projects
- Electric Vehicle charging pathways

The Sustainability Manager secured the following funding to further the Town's Climate Action Mobilization Plan Goals:

- Utility Rebates
 - Town Hall Mechanical/ Air Source Heat Pump Upgrades
 - Loker Elementary Air Source Heat Pump
 - Town Hall Children's Way Air Source Heat Pump
 - Fire Station #2 Air Source Heat Pump
- Incentives
 - Mass EVIP (Electric Vehicle Incentive Program) - Council on Aging EV Chargers
 - 2024 Eversource Make Ready Program - Council on Aging EV Chargers
- Competitive Grants



- Metropolitan Area Planning Council Accelerating Climate Resiliency Grant
- Department Of Energy Resources Green Communities Competitive Grant
- Department Of Energy Resources Municipal Energy Technical Assistance Grant (META)
- Department Of Energy Resources Decarbonization Roadmap Assistance
- Eversource Power Options Fleet Electrification Plan Assistance

Total Funding**\$795,079.00****Goals for FY25**

The Committee will continue to work with the Sustainability Manager and Facilities Director to pursue actions that will move the Town toward its stated goal of 50% reduction in carbon emissions by 2030 as detailed in the Climate Action and Mobilization Plan.

Respectfully Submitted,

Anne Harris, Co-Chair

Energy and Climate Committee

Route 20 South Landfill Visioning Committee

The Route 20 South Landfill Visioning Committee ("R20SLVC") was established as a temporary advisory committee to assist the Wayland Select Board with studying disposition and use of town owned land located on Route 20, also known as Boston Post Road, across the street from the current Wayland transfer station. Drone video footage of the subject land can be viewed at:

<https://www.wayland.ma.us/route-20-south-landfill-visioning-committee/pages/drone-footage-aerial-view>.

During the most recent fiscal year the committee met on four occasions, including a site visit to walk the property. The committee has narrowed its list of potential uses for the acreage. Expert consultants Weston and Sampson, and The Collaborative, are preparing concept plans for the following uses: housing, a playing field, bus parking, a lay down area for the Department of Public Works, a bird lookout structure, and solar technology. During the past fiscal year, pursuant to the Massachusetts Department of Environmental Protection's directive, the town cleared the acreage of existing trees and foliage.

Committee members have visited two locations within the state to garner the best ideas for potential uses for the subject land. Specifically, members visited NARA Park in Acton, Massachusetts, as well as the Neponset River Greenway in Dorchester, Massachusetts.



PUBLIC SERVICES

Board of Health

Chair: Robert DeFrancesco, D.M.D., Chair

Board Members:

- John G. Schuler, M.D., left the Board in spring 2024 ending his term early
- Jon Storer
- Genevieve Anand, M.D.
- Robert Eyre, M.D.

The Board of Health derives its authority through specific delegation of power from the State Legislature. This authority includes both the powers that are expressly granted by state statutes and those powers that are implied from those statutes. The extent of the state's delegation of power varies from designating the Board of Health as the primary enforcement agent of the state's regulations to authorizing the Board of Health to draft its own regulations regarding public health matters (M.G.L. c.111 §31). Local regulations may be more stringent than existing state mandates, but in no case may they be inconsistent with state regulations.

Mission

The Health Department works to protect and promote the health, the environment and the well-being of all who live, work, learn and visit Wayland. Through the Board of Health, our jurisdiction includes areas of local, state and federal laws and regulations where we permit or license qualified professionals, services and establishments. We offer a wide variety of services for the Town including various reviews and inspections, guidance/education, vaccinations, and communicable disease investigations. We are committed to ensuring all have access to public health resources with a focus on prevention, wellness and health equity. Our commitment to Public Health nursing excellence is evidenced by our outreach and response to resident needs of all age groups, among the various community settings. Our public health nursing program provides quality care that supports the health and well-being of all residents.

This report is provided by Public Health Director Julia Junghanns who has worked for the Health Department since November 2000 and has been Director since July 2011.

BOARD OF HEALTH INITIATIVES

COVID-19 Pandemic

While the COVID-19 Pandemic ended in the United States on May 5, 2023, we continued to promote best practices around living with COVID-19 in FY24 with attention on prevention (staying up to date with vaccination and staying home when sick), response and treatment (having tests and masks available, and providing information about treatment options). This included supporting the higher risk congregate living, nursing home and assisted living facilities in infection control and promoting the Massachusetts Medical Society guidance around offering antiviral treatment to anyone over the age of 50, where medically appropriate. Anyone who lived, worked, learned or visited the Town were supported through access to a robust COVID-19 vaccination program, and education about the layered measures that can keep us well, including attention to air quality, use of masks when appropriate, staying home when sick, following Mass DPH COVID-19 guidance for general, school-based and healthcare populations, and following testing protocols.

Permit process improvements

Office staff has completed conversion of all our renewal and annual permits to OpenGov/ViewPoint Permitting Software, we also moved Title 5 inspection reports to be available online using the same program. We are now working with IT on implementing Building Approvals

Local Animal Keeping Regulation Revising/Updating



Revisions were made to the Animal keeping Regulations and were adopted by the Board of Health in FY24. The revisions are expected to streamline and simplify the application process.

Inspectional Services

Health Department staff provide reviews and oversight to ensure compliance with Title 5 Regulations of the State Environmental Code and Local Regulations. Work involves; septic repairs and new construction including witnessing soil testing, site evaluations, plan reviews and field inspections. The Health Agent/Sanitarian also reviews and approves building plans.

	<u>FY 21</u>	<u>FY 22</u>	<u>FY23</u>	<u>FY24</u>
New Construction	39	30	26	18
Upgrades	43	36	35	38
Alterations	44	55	31	38
Misc.	---	2	6	15
Total Septic Permits	126	123	98	109
Soil Testing	82	74	75	71

	<u>FY 21</u>	<u>FY 22</u>	<u>FY23</u>	<u>FY24</u>
Passed	204	151	58	114
Conditionally Passed	24	28	42	45
Failed	31	26	20	20
Total Title 5 reviewed	259	205	120	179
Certificates of Compliance**	59	100	97	56

Building approval reviews

207

****The total # of Certificates of Compliance denotes the complete installation of new septic systems or repairs to failed septic systems.**

Routine Services

The Health Department provides routine inspectional services relative to public and semi-public swimming pools, the town Beach and recreational camps. State regulations require bacterial testing on a weekly basis at the Town Beach; weekly samples are also taken at Dudley Pond during the summer. This season, test results exceeded the state guideline for ecoli at both Dudley Pond. Investigation and follow-up of complaints filed with the Board of Health relative to improper trash storage, unsanitary lots and housing, public health nuisances and other environmental matters were also conducted. 31 Complaints were filed and addressed by staff during this fiscal year. Staff responds to complaints, managing problems and issuing permits related to beaver dams through the regulatory process in Town.

The Department oversees the daily management of public health and environmental programs, collection of communicable disease statistics, issuance of burial permits (which was transferred to the Town Clerk in May/June 2024 for purposes of streamlining the process), issuance of licenses and permits as reported in the statistics section, review of subdivision plans and building permit applications, monitoring the contracted services in the areas of mosquito control, mental health services (currently through HRS), and Household Hazardous Waste Collection.

Cyanobacteria protocol: The Board of Health continued with a protocol to manage cyanobacteria risks at the Town Beach. During summer beach season the program was successfully managed by the Health Director and Regional



Health Inspector Ann Loree. As a result of the testing program, the beach was able to stay open until August 15th when test results then showed an algae bloom was occurring.

Project Reviews

- St. Anne's Village 40 B Development
- 60 Shaw Drive/Mendler Woods

Food Establishment Inspections

Food Inspector Beth Grossman completed two rounds of annual inspections of permitted food establishments, as required by MA Food Code (a total of 75), seasonal establishments are inspected once per season. This includes school cafeterias, church kitchens, full-service restaurants, acidified rice variance facilities, assisted living kitchens, small shops, and private club kitchens. Re-inspections were conducted to follow up on violations. Aside from the second year of the Trade Show and winter/summer Farmers Markets at Russells, a large event was held at the Coptic Church. General complaints were low and no reports of foodborne illness were positive trends; however we had to close establishments three times for emergency situations. Issues were corrected and retraining /follow up were implemented where necessary before re opening was permitted.

Tobacco Control

In FY2024 the Wayland Board of Health participated in the MetroWest Tobacco Control District (MWTCD). Funded by the Massachusetts Tobacco Cessation and Prevention Program (MTCP) and comprised of 13 municipalities in the MetroWest area, the program provides tobacco control services to Boards of Health including retail education and compliance checks. All tobacco retailers were inspected twice for compliance with State and local tobacco regulations, all businesses passed the compliance check.

Food Inspections

	<u>FY 21</u>	<u>FY 22</u>	<u>FY23</u>	<u>FY24</u>
Routine Inspections	114	125	117	126
Re-inspections	33	50	72	81
Food borne Illness Investigation	4	15/10 hours	2	0
General Complaints	4	4	10	1
Plan Reviews	12	16	17	15
Farmer's Market vendors	48	63	60	69
Temporary event /food safety review (mostly phone)	14	15	81	30
Trade Show plan reviews	-	-	-	48
Power outage visits	4	0	0	0
Variance hearing	2	1	0	0
Recall calls	1	1	1	0
Acidified rice HACCP plans	2	3	3	3
Highly susceptible population	5	5	4	4
Establishments	-	75	72	68
Residential Kitchens	-	-	-	4
Emergency closures	-	-	-	3
General complaints	-	-	-	1

Mobile truck permits 11

**Animal Inspector**

We had 25 approved permits in place for FY 2024.

Barn Inspections

Cattle	12
Sheep	2
Equines	38
Chickens	134
Waterfowl	20

BOH Permitting Statistics as of June 30, 2024

	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
Animal Keeping	15	29	34	31
Burial	93	85	120	207
Disposal Works Installers	31	36	33	33
Food Service Establishments	32	34	36	31
HACCP Restaurant	1	2	2	2
HACCP Grocery Stores	1	1	1	1
Limited Food Service	4	8	9	7
Residential Kitchens	3	3	3	4
Farmer's Markets	48	63	68	72
Retail Food	11	10	10	9
Limited Retail Food	2	10	12	9
Funeral Director	2	2	2	2
Operating Semi-Public Pool	7	10	10	10
Beach	1	1	1	1
Pool Construction	14	8	0	2
Recreational Camps for Children	12	5	10	10
Refuse Collection	21	23	22	18
Septage Hauler	20	25	28	31
Temp Food Events	6	15	22	36
Annual Temp Foods(Lavin's-new)	8	7	6	7
Tobacco Sales	14	14	17	14
Wastewater Treatment Plant	5	5	5	5
Private Well Construction	13	8	6	11
Frozen Dessert Mfg	0	-	-	-

Revenue for FY24 was collected as follows:\$49,105 for Septic system fees, \$27,535 for Building approvals, \$26,340 for Food permits.

Household Hazardous Waste

We held a household hazardous waste collection event in the spring and 141 residents attended. We also have an arrangement with NEDT New England Disposal Technologies where Wayland residents could drop off waste to their hazardous waste to their facility (Sutton or Westfield) and Wayland covered the cost up to \$100.00 per household. 20 Wayland residents utilized the new drop off location.

Rabies

The risk of rabies always continues to be a potential problem within the Commonwealth. Rabies can be found in foxes, raccoons, skunks and bats. As needed, specimens are sent to the lab for testing and state guidelines/protocols are



followed through the Animal Control Officer. The Health Department staff periodically provides information and guidance to the community in an effort to reduce the threat of rabies to the general public.

Tick-borne illness

Deer ticks and other species of ticks appear in our woods, back yards, grassy areas and trails searching for a blood meal from an animal or human host. Ticks can carry diseases that can be transmitted to humans. Residents might know of a family member, friend or neighbor who has been treated for one of the three tick-borne diseases that are becoming widespread in our area: Lyme, Anaplasmosis, (Erlchiosis), and Babesiosis including other emerging diseases. These diseases can seriously impact an individual's health and life-style, and it's important to learn about the diseases, their symptoms and ways in which you can protect yourself and loved ones.

Public Health Excellence Grant

In FY24, Wayland continued its partnership with the Great Meadows Public Health Collaborative (GMPHC) through the Public Health Excellence (PHE) program, joining 318 other municipalities in a shared services agreement to strengthen local public health capacities. This collaboration, which also includes Bedford, Carlisle, Concord, Lincoln, Sudbury, and Weston, funded key positions such as a full-time Shared Services Coordinator, full-time Regional Public Health Inspector, part-time Regional Public Health Nurse, and part-time Regional Health Communications Specialist. The GMPHC also contributed significantly to environmental health inspections, created shared health communication and educational materials, assisted with flu clinics, and hosted "Hidden in Plain Sight" events in multiple schools to raise substance use awareness. Additionally, PHE assisted public health staff across the region maintain and obtain important credentials in line with the 2019 [Blueprint for Public Health Excellence](#) report. Additionally, the collaborative worked hard on finalizing an intermunicipal agreement to hire a Regional Substance Use Prevention Coordinator, funded primarily through opioid settlement resources, with Wayland utilizing other available grant funding. This position represents a major step forward in addressing substance use prevention across the region. The Public Health Excellence grant is currently in a three-year contract ending June 30, 2027, with the possibility of renewal past that date.

Contact Tracing/Case Investigation Grant

The Department of Public Health extended the Contact Tracing & Case Investigation grant until March 2026. In February 2023 our Regional Epidemiologist, Ann Bauer ended her employment, and we welcomed Kimberly Garcia to our team as the Regional Epidemiologist. Katherine Rines has continued in her role as the Regional Public Health Nurse, and Brandon Gulnick continues to be the Program Manager.

Over the past year we have been working on a Regional Health Equity Needs Assessment that covers each of the seven (7) municipalities we serve. The purpose of the study is to understand the health equity needs of our communities, and identify gaps, address health disparities, and the need or promotion of programs utilized by each of our communities to benefit the health of residents, including racial equity, identifying potential causes of inequities, and advancing health equity through systems change.

The scope of our assessment includes the use of secondary data to create profiles of each GMPHC town, including a summary of baseline conditions and trends in each municipality and study area. We are also using information specific to gender, race or ethnicity, education, income, disability, geographic location, and sexual orientation. Primary data has been gathered from surveys, key informant interviews, and focused conversations. The assessment includes the analysis of information that lists at least five (5) areas of need in order of severity. The Needs Assessment identifies needs at the individual and community level in the areas of Education, Employment, Income and Asset Building, Housing, Health and Behavioral, and Community Engagement. The final document will be available to the public in November 2024 and will be reviewed by the Great Meadows Public Health Advisory Committee. Presentations to local Boards of Health will be scheduled as requested.

Outside of the Health Equity Needs Assessment, our Regional Public Health Nurse has provided support to local Health Departments for camp inspections, MAVEN (Massachusetts Virtual Epidemiologic Network) coverage, and clinics. She also assisted the Bedford Emergency Shelter, and various other local health related coverage. Katie continues to hold public health nursing meetings and assists with other programs as requested.



Human Health and Wellness Through Public Health Nursing

In addition to the necessary functions following Massachusetts Department of Public Health (MDPH) requirements that involve vaccine management, communicable disease follow up, and emergency preparedness as the Wayland representative to Region 4AB/MetroWest Public Health Sector of the Health and Medical Coordinating Coalition (HMCC) of Emergency Preparedness, and volunteer coordination for the Medical Reserve Corps. Michele Fronk Schuckel, MBA,BSN, RN, MPH Candidate, our Public Health Nurse, led initiatives focusing on health equity including decreasing barriers to local and regional vaccine access, offering blood pressure clinics and increasing partnerships with the Council on Aging and the Housing Authority, participating in infection control initiatives, completing camp inspections in communication with the Recreation Department, leading regional offerings for the Health Equity Needs Assessment through the Contact Tracing/Case Investigation Grant, and continuing our participation in the Community Narcan Program (CNP) under the Department of Public Health and the Substance Abuse and Mental Health Services Administration (SAMHSA). Michele oversees the Community Health [School] Nursing program and worked tirelessly to support data-driven public health solutions to pressing human health concerns.

We protected over 500 individuals from Seasonal Influenza with by providing their annual flu and COVID-19 vaccines. We also became certified to participate in the Federal Vaccines for Children program allow the Health Department to support the needs of newly arrived to the U.S. children to the Wayland Schools. Residents, friends, employees and those just passing through are welcome at our public clinics, while the majority of the folks we vaccinate are from Wayland, we're pleased to have shared this great health practice with residents of 34 towns; spreading good health habits far beyond Wayland.

Infectious Diseases

Event Dates from 07/01/2023 to
06/30/2024

Jurisdiction selected: Wayland

The data current with disease status confirmed as of 09/13/2024 and are subject to change

Does not include suspected or probable cases

Disease	Number of Cases	Change
Babesiosis	0	down from 3
Calicivirus/Norovirus	3	up from 1
Campylobacteriosis	3	down from 6
Cyclosporiasis	2	up from 0
Haemophilus Influenzae	1	up from 0
Hepatitis B	1	up from 1
Hepatitis C	0	down from 1
Influenza (type unspecified)	102	up from 82
Legionellosis	3	up from 0
Novel Coronavirus*	150	down from 502
Pertusis (and other Bordetella species)	1	up from 0
Salmonellaosis	4	up from 1
Shigellosis	2	up from 1
Tuberculosis (active & latent)	13	down from 25
Varicella	1	no change
Vibrio sp.	1	up from 0

**Community Health [School] Nursing**

The Board of Health, under a Memorandum of Understanding with the School Committee supports School Health to be managed as part of the Health Department. Under the leadership of School Nurse Leader Heather Yates, BSN, RN, NCSN, a team of ten staff nurses supports the health and wellbeing of 2,710 students, who come to school with increasing medically complex needs. The Nursing program has grown and now includes a full time nurse at the Children's Way, supporting our youngest learners.

This academic year, approximately 37% of students have a diagnosed special healthcare need. The School Health team is committed to staying abreast of best practices and enhancing our partnerships. As part of the District Wellness Committee, Heather and Michele secured a DESE grant to fund a Wellness Committee Coach for the year. With the coach's support, the Committee updated the federally mandated wellness policy and earned the Massachusetts School Wellness Champion Award at the Healthy Kids, Healthy Programs Summit. Moving forward, we aim to continue working with the Wellness Committee to implement the updated policy and address new challenges such as tobacco and vaping in schools.

Additionally, Michele and Heather oversee several grants that help supplement the Health Department's budget. The Behavioral Health grant, in particular, has enabled the provision of additional nursing services at the High School, supporting both students' and staff's mental health needs. Additionally, the School Health program funded and organized an event featuring Chris Herren, a former professional basketball player and advocate for substance use prevention and wellness. Over 1000 students and staff, and 150 parents and community members attended two sessions and were moved by his powerful story of addiction and recovery. We are grateful for the support of the schools in this work.

Michele and Heather are active participants in the Wayland Public Schools District Safety Committee and worked to organize for over 100 WPS staff members to become CPR/AED and first aid trained. This fall the safety team will ensure that medical emergency drills are held for staff to ensure the preparedness at all schools in the case of an emergency.

We have enrolled in a study with Massachusetts General Hospital (MGH) and C4 looking at the effectiveness of SBIRT, a verbal screening tool for substance use for 8th and 10th grade students. The study has provided the Wayland High School with a part time youth wellness coach, free of charge to the district, to assist with the SBIRT screenings and provide students with added support groups and programs for students seeking assistance.

The nurses continue to manage and carry out all necessary screening services for students, adhering to all relevant state regulations and reporting requirements. Our skilled, data-driven Nursing team attended to medical concerns for over 90% of the student body during the 23-24 school year

Human Relations Service

The Human Relations Service is a private non-profit community mental health agency serving the towns of Wayland, Wellesley, and Weston. HRS was founded in 1948 by Erich Lindemann, MD, in Wellesley, and has served Weston residents for over 5 decades. All residents of our towns are eligible to be seen at HRS regardless of ability to pay. We provide comprehensive outpatient mental health care to residents, including: Intake/Triage, Referral (when indicated), outpatient psychotherapy, and psychopharmacology. These services are supported by Board of Health grants, by our own fund raising, insurance reimbursements, and client fees. We do not expect our grant from the Wayland Board of Health to cover the full cost of our services or reimburse us for any particular hour of service. FY 24 has been a year focused on continued growth for our organization. We successfully implemented a new Electronic Health Records system in April 2023, so FY 24 represents the first full fiscal year of reporting using data from Welligent. We also focused a great deal of administrative energy on hiring to increase our clinical staff, and I am pleased to report that in FY 25 we are welcoming five new trainees to HRS, our largest training class in HRS history. These five post grad social work fellows and advanced doctoral students will join three second year trainees to make a training program total of eight clinicians doing supervised clinical work at HRS. We hope that all of these improvements will directly correlate to enhanced service delivery to our



communities. There continues to be great demand for mental health services across all three towns we serve at HRS. This increase in demand means that we are not able to meet all of the needs of Wayland residents in house. Our Intake and Referral Service works closely with residents to match them with outside providers whom we trust if we are unable to assign them to an HRS clinician — a unique service that is hard to quantify in terms of value to the community, but is one we hope provides solace to Wayland residents as a kind of insurance policy should they ever need our help. We assigned 17 Wayland residents to HRS clinicians in FY 24 and referred 10 residents to clinicians outside of HRS on our referral list. Of these 10 referrals, 4 were not appropriate for care at HRS for reasons related to insurance type or clinical presentation. Our Intake staff were available for repeated contacts with residents who we had to refer out to assure a connection was made, and we always respond to intake calls within 24 hours, a service that is increasingly rare in the mental health field based on the sizable increase in demand for treatment. HRS's Intake and Referral service is not funded directly in any way other than through the funding received from the Wayland Board of Health, as we have to pay the senior staff clinicians who take the intake calls and both assign and refer families to appropriate providers, however we are unable to bill residents or insurance companies directly for this service. Wayland residents are eligible to apply for reduced fee care based on financial need at HRS. We provided 7 reduced fee hours in FY 24. We consider all reduced fee applications carefully. Clients must provide evidence of need via Form 1040 or other indications of financial hardship. The number of residents needing subsidized care varies from year-to-year and is largely unpredictable, however the availability of such a reduced fee option is critical for our agency to fulfill its mission. We provide ongoing services to 39 additional residents.

Our Wayland program initially began as a way to provide counseling to students with special education plans. As the schools began to properly take up this challenge with in-house clinicians, with our encouragement, we gradually moved to a more typical town service model, where we provide access to care, reduced-fee care, and support to staff in the schools through consultation. In FY 24 we provided 33 consultation hours to school staff across the district (see chart below for detail.) This model has worked well for many years, and in all our towns, the services are funded by grants from the Boards of Health. We receive no state funding, and any shortfall in revenues is made up through our own fundraising. In addition to the services previously described, HRS offers urgent psychiatric evaluations to Wayland Schools families when there are concerns about risk or basic functioning. This is a highly valued service that provides access to our Chief Psychiatrist on an urgent basis. In FY 24 our Chief Psychiatrist did two of these emergency evaluations for students in Wayland schools.

Report of the East Middlesex Mosquito Control Project – FY24

The East Middlesex Mosquito Control Project (EMMCP) conducts a program in Wayland consisting of mosquito surveillance, larval mosquito control and public education.

The following weather and mosquito activity report was prepared by Doug Bidlack, Entomologist.

According to NOAA, 2023 was the warmest year recorded for Middlesex County since records began in 1895. Last winter was also the warmest ever recorded, spring was very warm (10th warmest of last 129 years) and summer was warm (26th warmest of last 129 years).

Precipitation over the entire year was the second wettest ever recorded (16.44" greater than average from 1895-1983).

The winter of 2022-2023 was wet (15th wettest of last 129 years), the spring was close to normal (61st wettest of last 129 years) and the summer was the second wettest ever recorded.

*The total mosquito population was well above average for 2023. It was close to average in spring and very high the rest of the season. We had expected low mosquito populations in 2023 due to the drought of 2022 but the high rainfall late in 2022, the wet winter of 2022-2023 and the exceptionally wet summer of 2023 led to a very difficult mosquito season. Low spring populations of some species like *Aedes abstrusus*, *Ae. provans*, *Ae. excrucians* and *Ae. stimulans* were more than offset by high populations of *Ae. aurifer*, *Ae. canadensis* and *Ae. sticticus*. The very wet summer led to high populations of our summer floodwater mosquitoes, especially *Psorophora ferox*, *Ae. sticticus* and *Ae. trivittatus*. *Aedes vexans* is still our most common summer floodwater mosquito but it now barely outnumbers our other floodwater mosquitoes when it once represented over 90% of our floodwater mosquitoes every year. If the current trend continues then *Ps. ferox* will soon outnumber *Ae. vexans* at EMMCP. Gravid trap collections of *Culex pipiens/restuans* were our third highest since 2000 but we had only moderate WNV levels in these mosquitoes. *Culiseta melanura* populations were*



also our third highest since 2000 and our *Coquillettidia perturbans* numbers were our 6th highest in the last 24 years. Although we did not get any EEE positives from either of these species, 28 EEE positive mosquitoes were found in four other districts including 15 positives from Worcester County. The reemergence of EEE in Massachusetts with high populations of *Cs. melanura* and *Cq. perturbans* could mean we are likely to have high levels of EEE in 2024.

Last year was also an interesting year for non-native mosquito species or southern species that are moving into our area. We collected our second highest number of *Ae. japonicus* from our district in both light traps and gravid traps since 2001 when they first arrived. We also collected our greatest number of *Ae. albopictus* from gravid traps in 2023. We collected our first specimen from a gravid trap in Everett in 2022. During 2023, we collected three from Cambridge, one from Stoneham and the State Lab collected three from Brookline. We expect the numbers of *Ae. albopictus* to increase in our district as temperatures continue to increase. *Aedes thibaulti* populations reached their second highest numbers since 2017 when they were first collected in our district and we collected *Anopheles crucians* for the first time from EMMCP in 2023. Remarkably, we found *An. crucians* at 19 sites in 10 cities and towns last year, so it showed up for the first time with a bang. All of these recent introductions are likely to become more common in the future and, unfortunately, *Ae. albopictus* will become our most important biting pest in urban and suburban areas in the very near future. In a few areas this may already be true.

The adult mosquito surveillance program monitored mosquitoes from 9 Wayland trap collections. 6 samples were sent to the State Public Health Laboratory to be tested for EEE and WNV. All samples tested negative for EEE and WNV during summer of 2023.

The larval mosquito control program relied on the larvicides *Bacillus thuringiensis* var. *israelensis* (*Bti*) and *Bacillus sphaericus* (*Bsph*), which are each classified by the EPA as relatively non-toxic. In April, a helicopter was used to apply Bti granules to 117.38 wetland acres. Field crews made 7 site visits and applied Bti using portable sprayers to 10 wetland acres when high densities of mosquito larvae were found in stagnant water. Larvicide containing *Bti* and *Bsph* was applied to 2,300 catch basins to control *Culex* mosquito larvae. *Culex pipiens* mosquitoes are considered to be the primary WNV vector in this region.

The Project's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, municipal officials and the local media on mosquitoes and mosquito borne diseases. A web page located at <https://sudbury.ma.us/emmcpl/> provides residents with information on mosquitoes, control programs and related topics. Submitted by Brian Farless, Superintendent of East Middlesex Mosquito Control

FY 2024 Focus Areas

- Regulations updating: Potential review of Tobacco and Subdivision Regulations
- Permit fee reviews and updating
- Communications Improvements-for building/septic projects: continue with review of our handouts, and guidance documents to assist residents/builders with application process
- Complete OpenGov/Viewpoint project Continue to work with Land Use Departments on OpenGov/Viewpoint interdepartmental permitting and streamlining.
- Continue with participation in Regional Public Health Excellence Grant and follow through to completion of the CT/CI Grant.
- Continue to highlight awareness of services provided with equity and inclusion, which includes vulnerable populations.
- Continue to advance PHN/CHN program focus to adjust with Public Health priorities.

Respectfully submitted,

Julia Junghanns, R.S., C.H.O.
Director of Public Health



Inspection/Building Department

The primary mission of the Building Department; including the Specialized Code Inspectors, is to administer all permits related to construction, plumbing, gas and electrical work as well as code enforcement. It is the intent of the code to establish the minimum requirements to safeguard the public health, safety and general welfare through control of the built environment, and to provide safety to firefighters and emergency responders during emergency operations. The State Building Code and the specialized codes apply to:

- The construction, reconstruction, alteration, repair, demolition, removal, inspection, issuance, and revocation of permits or licenses, installation of equipment, classification, and definition of any building or structure, use and occupancy of all buildings and structures or parts thereof;
- The rehabilitation and maintenance of existing buildings;
- The standards or requirements for materials to be used in connection therewith, including but not limited to, provisions for safety, ingress and egress, energy conservation, and sanitary conditions.

The Building Department is also authorized to provide:

- Annual inspections for educational and assembly use buildings pursuant to the State Building Code.
- The interpretation and enforcement of the Town of Wayland Zoning Bylaws and enforcement of certain provisions of the Town of Wayland Town Bylaws.
- Administrative liaison services to the Zoning Board of Appeals.
- Administrative support for weights and measures agent.

The Building Department serves to maintain on file records, plans and other related documents for individual parcels and structures in order to inform zoning enforcement following a written request or to provide general background information to a resident who plans to improve their property.

This fiscal year has also witnessed the expanding public use of the Building Department's homepage and on-line permitting software for various nonstructural building permits as well as most types of electrical, plumbing and gas permits. In FY'24 77% of all permits and related inspections were administered through on-line permitting software. We have been working diligently testing the platform so we can look toward having all residential structural permits on line by year end.

Fiscal 2024 Building Department permit fee revenues are as follows:

Building Permits.....	\$ 561,486.00
Gas Permits.....	\$ 13,938.00
Plumbing Permits.....	\$ 24,472.00
Electrical Permits.....	\$ 153,853.00
 Total Building Department Permit Fee Revenues	 \$ 753,749.00

Fiscal 2024 Department activity included the issuance of 921 total building permits of all types.



An overview of construction category types includes the following:

Type	Number
1- and 2- Family Dwelling Units	10
Residential Addition	21
Residential Finished Basement	16
Residential Bathroom Remodel	29
Residential Kitchen	21
Residential Deck/Porch	23
Residential Demolition	12
Residential Window and Door Replacement	135
Residential Roofing	110
Residential Accessory Structures	20
Residential Renovations	27
Residential Miscellaneous	79
Residential Siding	75
Wood Stove/ Fireplace	8
Residential Insulation	140
Residential Solar	76
Sheet Metal	70
Commercial Tenant Fit Out	2
Commercial Renovation	22
Commercial Sign	10
Commercial Miscellaneous	15

I would like to thank Building Department Staff for their professional, code based service. Staff includes full time employees Nate Maltinsky, Julie Pratt and Manny Oliver and the part time Electrical Inspection Team, Jack Alesse, Lou Cintolo, Jose Reyes and Steve Leger and the part time Plumbing, Gas Inspection Team, Steve Bottazzi, John Duffy and Josh Rabinovitz.

I would also like to announce That our Part time Administrative assistant – Manny Oliver has now become a full Time Employee her in the Wayland Building Department as a New Hybrid position working in Both the Conservation Department and The Building Department.

Respectfully submitted,
Town of Wayland Building Department



Board of Public Works

The Board of Public Works (BoPW), created in 2009, acts under Massachusetts law as Water Commissioners, Road Commissioners, Cemetery Commissioners, Park Commissioners, and Tree Wardens, working in concert with the Department of Public Works on a wide variety of critical Town operations that fall under its jurisdiction. BoPW is an elected body of five volunteers who are responsible for policymaking for the Department of Public Works (DPW); reviewing capital and operating budgets; setting water, cemetery, and transfer station rates; conducting shade and scenic road tree hearings; and reviewing irrigation permits, water abatement applications, traffic calming requests, as well as highway and cemetery improvements.

FY24 BoPW members included Clifford Lewis, chair; Michael Wegerbauer, vice chair; Sherre Greenbaum; George Uveges, and Ed Chiang. The Board welcomed newly elected members Judy Ling and Michael Spelman in the spring election to replace Greenbaum and Lewis whose terms had ended, at which point Wegerbauer was elected chair and Uveges vice chair. The board sincerely thanks Cliff and Sherre for their many years of valuable insight, diligence, and dedicated service to the board.

The Board meets monthly and is supported primarily by DPW Director Tom Holder, DPW Superintendent Joe Doucette, and Water Superintendent Don Millette, along with administrative support from Anita Martin and Julie Giusti. Carol Martin continued to provide support as the Select Board liaison to the BoPW. Meetings were primarily conducted via Zoom, typically supported by Robbie Bullard, Zoom Moderator. Meeting agendas and packets are posted on the town website. Public comment is welcome at the start of each meeting.

FY24 Highlights

- Upon receiving Town authorization to pursue admission to the Massachusetts Water Resources Authority (MWRA) water system, began working on Phase 1 of this project, which would establish a permanent connection to this system as a water source for Wayland.
- While the Town continues successful filtration of PFAS at the Happy Hollow (HH) wells to non-detect levels, the authorized MWRA emergency connection was established, tested, and made available as backup (this system was activated shortly after it was established as a primary source of water to cover an unexpected issue at Chamberlain during planned maintenance at HH)



PFAS Filtration System @ Happy Hollow Wells New MWRA Emergency Connection –
Hultman Aqueduct



Water

- Reviewed, provided input on proposed plans, and supported efforts to implement the MWRA emergency connection, particularly in relation to expediting the provision of power to the site – the connection is now in place and was made active to support water supply during the maintenance and remediation of Town wells
- Worked closely with the DPW and consultant Kleinfelder to review plans and process to establish a permanent MWRA connection, including authorizing Kleinfelder's 1st phase proposal, as follow up to Town Meeting approval to apply for MWRA membership with entrance fee waived
- With support of DPW and The Abrahams Group, enhanced the water model, set the water retained earnings (RE) target, scheduled the public hearing, and established water rates designed to hit the RE target based on extensive analysis of the current situation and future demands
- Over the past 4 years, brought the retained earnings balance, the water enterprise contingency fund source, in line with voted targets by utilizing retained earnings as a funding source option when setting rates – essentially taking into account prior period "profits" (see chart below)
- Raised the question regarding whether the MWRA permanent connection costs, projected to be in the range of \$20m, should be covered by taxes or water rates – discussions initiated
- Authorized the DPW/Water Superintendent to both implement and lift water restrictions, in compliance with our permit, based on the streamflow data at the USGA 01099500 location – supported the emergency conservation ban implemented by DPW for operational reasons
- Continued to keep tabs on PFAS remediation funding including state & federal infrastructure and PFAS remediation funds and PFAS class action lawsuits in which Wayland is participating
- Continued follow up on progress of radio read meter installation (AMI) work
- Approved lease extension of PFAS remediation equipment for the Happy Hollow wells, along with filter media replacement (required periodically)
- Requested DPW conduct a water audit to look into the gap between water produced and water billed
- Reviewed and ruled on water irrigation applications and requests for water abatements that exceeded the threshold the Board had authorized the DPW Director to rule on (BoPW voted to raise this from \$2k to \$5k in FY24)

Category	2020	2021	2022	2023	2024*
Operating Expenses (OpEx)	\$3,581,617	\$3,916,966	\$3,738,955	\$3,640,245	\$4,343,943
Certified Retained Earnings	\$1,304,496	\$1,330,369	\$924,118	\$809,574	\$1,035,556
Fund Balance	\$1,484,714	\$1,810,622	\$1,575,335	\$1,336,651	\$1,562,633
RE % of OpEx	36%	34%	25%	22%	24%
Fund Balance % of OpEx	41%	46%	42%	37%	36%

*projected based on actuals through of 5/9/24

Transfer Station

- Discussed ideas to promote the Transfer Station as a Town asset at Town Meeting and beyond with the primary goal of increasing sticker holders (currently ~30% of residences participate)
- Voted to increase the full sticker fee to \$185, raise bag fees, and increase certain bulky item fees
- Voted to support a shredding event that was free to Transfer Station sticker holders with a one-time fee for non-sticker holders
- Worked with DPW to begin analyzing the costs the Town would have to take on if the Transfer Station were closed/no longer supported by Transfer Station sticker holders

Cemetery

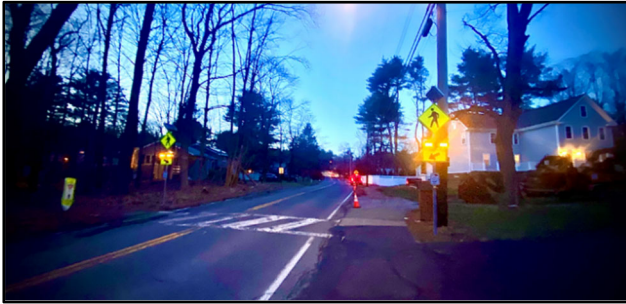
- Reviewed and updated Cemetery Fee Rate Structure based on staff-provided data compiled from neighboring towns

Highway

- In coordination with the Police Department, reviewed a traffic calming request for Sherman's Bridge Road, voting to support new measures to calm traffic including stop signs, additional signage, and road markings



- Supported DPW, and worked with students, in regards to improving/replacing the Cochituate Road sidewalk
- Continued to push for the survey and enhancement of crossings/crosswalks to ensure safety is maximized, particularly near schools
- Reviewed request to increase safety at Old Connecticut Path and Stonebridge crosswalk – supported implementation of updates at this location
- Reviewed the 5 year paving plan that works in concert with the water main replacement plan



New Activated Crosswalk Signage



School Street/WMS Path
Cochituate Sidewalk
Replacement
(Photo: Joey Fay)

Trees

- Held shade tree and joint (Planning Board) scenic road public hearings

Parks

- Supported dugout construction project at Cochituate field
- Discussed idea of establishing an Athletic Fields Planning Committee

Land

- Supported DPW efforts to implement MassDEP approved Phase 1 cap restoration at the Route 20 South Landfill, to prepare this site for future use to be determined
- Requested non-DPW departments remove all unauthorized items, including shipping containers, from the property at 195 Main Street (Facilities and/or School Departments)

Stormwater

- Supported DPW efforts to execute the Maguire Road stormwater replacement project
- Continued discussions regarding concerns, and supported DPW vulnerability grant application to fund possible infrastructure improvements, in the Dudley Pond area

Administrative

- Reviewed and approved the FY24 capital and operating budgets (Highway, Parks & Cemeteries, Water, Engineering, and Transfer Station)
- Regularly reviewed DPW operational and financial status
- Approved water lien letter issuance for delinquent water accounts
- Appointed Michael Spelman as BoPW representative to Route 20 South Landfill Visioning Committee
- Appointed Judy Ling as BoPW representative to Community Preservation Committee
- Select Board reappointed Carol Martin as their liaison to BoPW



Department of Public Works

Highway, Parks & Cemetery Division

The Highway, Park & Cemetery Divisions are responsible for maintaining, repairing, and constructing all Town roads, sidewalks, bridges, drainage facilities and snow & Ice operations. Grounds responsibilities include managing three Town cemeteries and care for over 200 acres of Open Space including all School and Town building grounds, more than 26 Athletic fields, Town Beach, and all Town playgrounds. The Division cares for maintenance, removal & replacement of all Town owned trees.

In FY24 the Highway/Park/Cemetery Divisions:

- Reconstruct: Bogren Lane, Castlegate Rd, Lodge Rd, King St, Mitchell St. Forest Hill Rd, Waybridge Ln, and Sherman Bridge Rd Completed annual program of painting all crosswalks/stop lines and roadway lines
- Completed annual program of cleaning all catch basins and sweeping all Town roads
- Responded to 9 winter weather events requiring the application of anti-icing treatment and/or plowing and snow removal
- Oversaw burial interments in Town cemeteries and installation of headstones and grave markers.
- Completed field maintenance, aeration, slice seeding and fertilizing of athletic fields
- Completed landscaping and grounds maintenance of the Towns schools, buildings and beach
- Completed biannual trimming, moving and maintenance of Rail trail.
- Completed daily up-branching maintenance and clearing of trees, which have encroached into the Towns roadways and sidewalks
- Maintained and repaired School and Town playgrounds
- Install, repair and maintain all street, and regulatory signs.

Administration

In FY24 Administration Staff supported departmental activities engaged in the following: Prepare Water and Wastewater Demands and Liens

- | | |
|---|---|
| • Water billing and account management | • Grant application and accountability |
| • Automatic Meter Reading Interface with MUNIS and SENSUS | • Transfer Station Compliance/MassDEP |
| • Contract bid preparation and financial monitoring | • Transfer Station Enterprise Fund management |
| • Board of Public Works meeting preparation and support | • Water and Highway permit management |
| • Capital and Operational Budget preparation and financial management | • Cemetery lot sales and burial management |
| • Tree Hearing and Water Hearing preparation | • Resident Customer Service |
| • DPW & Board of Public Works website maintenance | • Accounts Payable |
| | • Payroll/Attendance |
| | • Service Request management |

Fleet Maintenance Division

The Fleet Maintenance Division is responsible for maintaining 63 DPW vehicles, 15 trailers, and 10 Town Building vehicles. Additionally, the Division maintains over 350 pieces of small equipment as well as provides Building Maintenance support.

In FY24 the Fleet Maintenance Division performed these significant items:

- Replacement Of Unit W-3 2023 F-350 utility
- Rehab Units H-6 and H-7 2012 F550's dump bodies to prolong vehicle life
- Replacement Of Unit H-14 Mack Sanding unit
- Rehab Unit H-19 Mack to prolong vehicle life.
- Replace Unit H-3 Utility Body
- Upgrades to aquatic-weed harvesting boat to increase lower cutting blade efficiency

Transfer Station



The Wayland Transfer Station operated within a self-revolving fund supplemented with General Funds with revenue generated through fees from stickers and Pay-As-You-Throw bags.

In FY24 the Transfer Station:

- Provided services including trash & recycling, organic waste, bulky waste, metal, petroleum waste, yard waste, Styrofoam.
- Sold 1505 Full Stickers. And 295 Accessory Stickers
- Handled approximately 689 tons of municipal solid waste and approximately 482 tons of recycled materials.
- Increased organic waste recycling program

Water Division

The Water Division operates and maintains the Town's 105 Miles of Water Main, 765 Hydrants, a Water Storage Tank, the Baldwin Pond Water Treatment Facility, and 4 additional well sites throughout Town. Repair crews responded to 22 after-hour water main breaks and water service leaks.

Distribution Responsibilities are:

- Repair Water Main Breaks
- Repair Water Service Leaks
- Water Distribution System Preventative Maintenance
- Fire Hydrant Repairs, Maintenance and Replacement
- Additional duties include meter reading, dig safe mark-outs, meter repair & replacements, leak detection and cross connection survey / testing.

Treatment Duties include:

- Daily, Weekly, Monthly and Quarterly Water Quality Sampling for Safe Drinking Water Act

Compliance

- Customer Water Quality Investigations
- Operation and Maintenance associated with all Well Sites and the Baldwin Pond Water Filtration Facility.

MWRA Water Supply

Annual Town Meeting authorized the Town to seek admission to the MWRA Water System. The Town is advancing its design of the eventual permanent MWRA connection.

MWRA Emergency Connection

In July of 2024, the Emergency Connection to the MWRA Hultman Aqueduct was completed. The new pump station was tested and is ready to supplement the Town's water supply in the event of an emergency.

Happy Hollow Wells Pilot PFAS Treatment System Update

The Pilot PFAS Treatment system has been operating for two years. It continues to remove PFAS6 compounds to non-detect levels.

Wastewater Division

The Wastewater Division operates both the High School Wastewater Treatment Plant as well as the Town Center collection system and Treatment Plant.

In FY24 the Wastewater Division performed these significant items:

- Kubota membranes installed FY23 in the Town Center Plant were cleaned, inspected, and repaired. Recommendations were made for future projects to enhance the membrane treatment process and ensure continued operation and maintenance.
- Alternatives were assessed for additional unit processes to provide additional pretreatment prior to the membrane tanks. The recommendations included new fine screens, replacement of the diffusers, and repairs to tank painting/sealing.
- The website was updated and wastewater users received educational materials about proper sewer use.
- The Treatment plant operational hardware was upgraded to include a new PC, laptop and tablet to add redundancy and provide remote access to SCADA. Also, the SCADA system was enhanced and updated to the latest Win911 software.
- Annual maintenance was performed including rebuilding a permeate pump, replacing an anoxic mixer and transducer, replacing the UV ballasts and installing new transducers.



- The WWMDRC Rules and Regulations were updated and the annual rate study was completed.

Engineering Division

The Engineering Division is staffed by the Town Engineer, Town Surveyor, Project Manager and GIS Coordinator and is responsible for the assessment, survey, study, design and oversight associated with the engineering aspects of the Town's infrastructure.

In FY24 the Engineering Division was engaged in the following activities and initiatives:

- Continued improvements to Public Works Geospatial Data, improving network connectivity and structure attributes.
- Completed MassGIS Parcels Level 3 State Standard for spatial accuracy of assessor parcel mapping.
- Completed project management for Cochituate Ballfield dugouts, and River Road water line.
- Conducted South 20 landfill Phase 1 clearing project management and addressed property line issues South 20 landfill and remediation with abutters.
- Investigated Winter Street drainage issue, including clean out, jetting and excavation.
- Initiated Snake Brook Culvert assessment to complement Conservation Commission project.
- Finalized design and permitted Dudley pond boat ramp.
- Added/relocated play fields for GPS painting Robot.
- Assisted with COA Building Project issues/concerns (Drainage, sewer, easements).
- Created layout for new Lakeview Cemetery plots and compiled plan of Lakeview Cemetery Lots
- Conducted flood analysis of Sudbury River.
- Completed Stormwater MS4 PDES Permit compliance, storm water investigations, sampling and mapping and electronic data capturing for GIS/Town databases.
- Stormwater Pollution Prevention Plans for DPW, Transfer Station and Public Safety Bldg.
- Created new Stormwater Public Education materials including updated website, brochure and Wayland newsletter materials.
- Assessed Asset Management Plan for stormwater system and prioritize stormwater projects, including submitting grant to the MassDEP Asset Management Planning Grant Program.
- Evaluated alternatives analysis for short-term vs long-term drainage solutions in Town Center, W Plain Street, Mansion Road and Lakeshore Drive, including deed research for Lakeshore Drive rights and ownership.
- Evaluated options and preliminary/budget for alternatives to ensure consistent operations of the Membrane Wastewater treatment plant, including fine screens and membrane diffusers.
- Assessed pump calculations and long-term operations with population projections for the recommended pump sizing for the drinking water booster pump station.

Surface Water Quality Committee

Chair: Thomas Klem

Committee Members:

- Jack Carr
- Tom Largy
- Norm Marowitz
- Carole Plumb

Ex-Officio and Liaisons:

- Carol Martin, Select Board

Committee's Purpose and Duties

To oversee, monitor, and maintain the health of bodies of water within the Town of Wayland. The Surface Water Quality Committee oversees the environmental health of Dudley Pond, Heard Pond, North Pond, Mill Pond, the Sudbury River, and any other impaired water body, to take action as appropriate to maintain water quality and contain invasive weed growth.



Summary of Activities and Accomplishments

DUDLEY POND

Norm Marowitz, Steve Garone, Project Managers

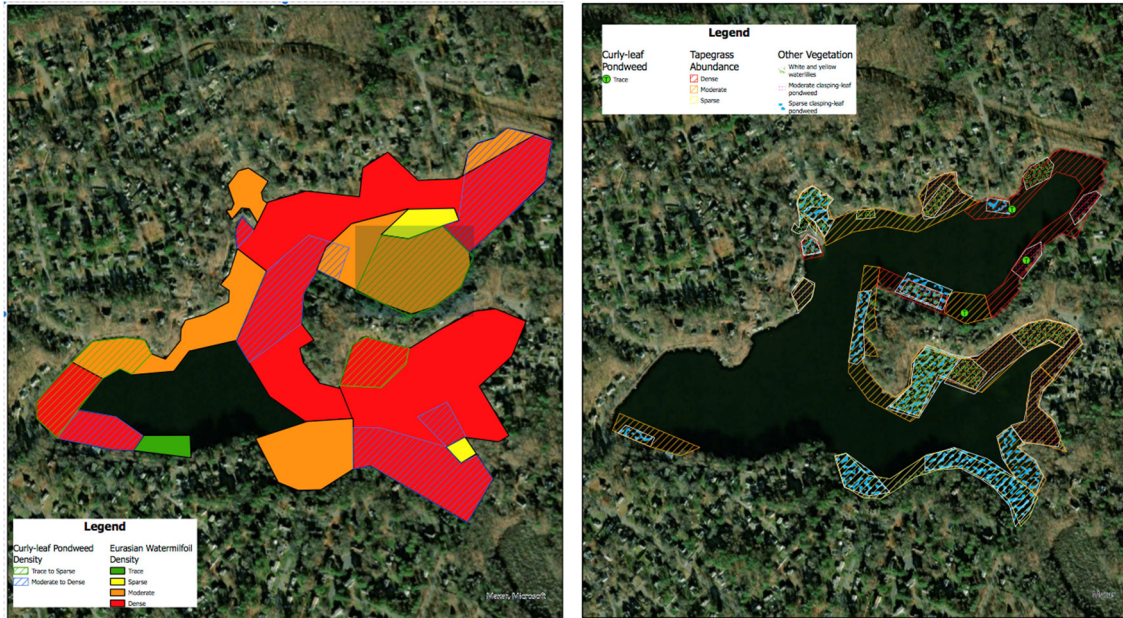


Figure 1: Dudley Pond before (left) and after (right) ProcellaCOR treatment

Water Quality

Water sampling and lab analysis was performed in May 2024 by ACASAK Consulting (Boston, MA) and Alpha Analytical (Westborough, MA). Dudley Pond continued to show good water quality in terms of clarity and lack of contaminants deemed detrimental to a healthy body of water. The ACASAK, Alpha Analytical and SWQC reports for the year can be found on the SWQC document library through the Wayland town website.

Tape Grass (*Vallisneria americana*)

The Department of Public Works hired two volunteers to operate the mechanical harvester on Dudley Pond during summer and fall of 2023 (July – October). The volunteers (Alison LaClaire, Jim Ogletree) were members of the Dudley Pond Association having long-time familiarity with Dudley Pond. Over the course of the season, twelve dumpster loads of tape grass were removed for composting, despite a five week hold on activities due to the harvester needing repair due to electrical malfunctions. Two learnings from this season were that having a conveyor to offload tape grass and a skimmer boat to capture loose trimmings that otherwise float free would allow for increased efficiency and yield of weeds removed. These actions will be pursued by the Committee in conjunction with the Dudley Pond Association in the coming year.

Eurasian Milfoil (*Myriophyllum spicatum*)

Eurasian milfoil was low on the pond this year, as expected one season on from the herbicide application in spring 2023. A year-end report on the ProcellaCOR treatment was received by vendor SOLitude in January 2024 (Annual Report – 2023 Aquatic Management Program, Dudley Pond, Wayland, MA). Per the report: 'A post-treatment survey was conducted on July 14, 2023 by a SOLitude Biologist. The entire pond was toured, with additional focus spent surveying the treatment areas to assess the treatment's efficacy. During the survey, no milfoil stems were observed in any of the treatment areas. Additionally, all other species present, primarily tapegrass, were healthy and not impacted by the ProcellaCOR application.'



HEARD POND

Tom Largy, Project Manager



Figure 2: Project Manager Tom Largy on Heard Pond

While the FY23 water chestnut management program harvested a total of 696 plants, a 53% decrease over the prior year, this year's harvest was 33648 plants removed by SOLitude and Committee volunteers (Figure 3), the largest since 2016. After 2016, harvested plant numbers decreased in subsequent seasons; we will have to see if the same pattern occurs again or if the large number of unharvested plants gives rise to a chronic state of elevated plants in the pond. The same management plan will continue in FY25. In addition, the Committee will apply for a Conservation permit to treat the pond with herbicide, should it be necessary to supplement hand-harvesting.

Heard Pond, off Pelham Island Road, is a Wayland wilderness gem that is about 95% surrounded by the Great Meadows National Wildlife Refuge.

Water Chestnut (Trapa natans).

The Heard Pond Water Chestnut Control Project has been ongoing since 2003. As in years past, Wayland SWQC contracted with SOLitude Lake Management (Shrewsbury, MA) for seasonal hand-pulling of water chestnut. The final report, received in October 2023, is available through the Surface Water Quality Committee document library page on the Wayland Town website.

Prior to management, a milfoil and water chestnut survey was conducted by Tom Largy in June 2023. Crews from SOLitude made seven harvesting trips to the pond in June and July, removing 5923 plants. In August and September, 25370 plants were removed from the South Cove area over a 10-day period; this is historically the area with most of the plants. A post-harvesting inspection was conducted by SOLitude on September 14th; the pond was generally clear, but the South Cove area still had dense plant coverage by season's end. Several days of volunteer time in August by SWQC members and volunteers focused on this end of the pond were not successful in appreciably reducing the number of water chestnuts in this area (an additional estimated 2175 plants were removed). The chronology of events is described in Table 1.

Date	Activity
June 28, 2023	SWQC water chestnut & milfoil survey
June 29 & 30, 2023	32 plants, 420 in open water from boat ramp on right side and 21 plants in Lilly pad section on right side of boat ramp along the west shoreline
July 6, 12 – 14, 26, 2023	5,291 plants: open water out across and right of boat ramp – 1190, back end of South Cove - 700 and open water near the inlet/outlet to the marsh - 1201, boat ramp left to inlet channel – 2,120, inlet channel - 80
August 1 – 3, 9 – 11, 17, 19, 2023	23,550 plants from South Cove
August 13 & 14, 2023	SWQC volunteers, 2,175 plants from South Cove
September 5, 2023	South Cove, 1,820 plants
September 14, 2024	Post-management survey
Total # Plants Harvested	33,648

Table 1: Chronology of Activities on Heard Pond

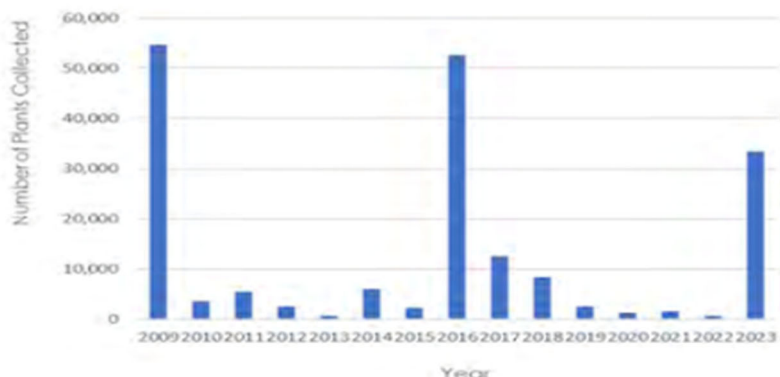


Figure 3: Water chestnuts collected by manual harvest, 2009 - 2023

**LAKE COCHITUATE**

Jack Carr, Carole Plumb Project Managers



Figure 4: Lake Cochituate Looking North from the Gate House

Lake Cochituate is an interconnected series of three ponds (North, Middle and South Ponds). North Pond lies within the boundary of Wayland, and includes Wayland Town Beach. The other ponds lie within Framingham and Natick, and as part of Cochituate State Park are managed by the Massachusetts Department of Conservation and Recreation.

Due to the highly developed urban location and recreational use, Lake Cochituate is subject to stormwater runoff and introductions of non-native invasive species. The Committee monitors for presence of these to take action where necessary.

Invasive Plant Management

Yellow iris growth was noticed at Town Beach, however there was uncertainty as to whether this species was invasive and required managing. Yellow irises are wetlands plants, not aquatic, so any effort would have to be in conjunction with Conservation. The Committee confirmed with the Conservation Department that there are no existing Orders of Conditions pertaining to yellow irises and approved a motion to attain a Notice of Intent NOI for management.

Cyanobacteria monitoring

The Committee began working with the Health and Recreation Departments in FY23 on a protocol for cyanobacterial testing and actions. Implemented for the first time in FY24 by the Health Department, these local guidance prevented unnecessary beach closures at Town Beach that had been common in recent seasons. For example, while Lake Cochituate's Middle and South Ponds were closed over the 2023 Memorial Day holiday weekend, Wayland Town Beach remained open.

Respectfully Submitted,
Thomas Klem, Chair
Surface Water Quality Committee



Recreation Commission

Chapter 347 Section 8 of the Acts of 2008, enacted by the Massachusetts Legislature and signed into law on October 6, 2008 and took effect on July 1, 2009 authorized the Town of Wayland to establish a freely elected five-member Recreation Commission. Members are elected to staggered three-year terms. The Recreation Commission directs the Recreation Department in conjunction with the Town Manager. The Recreation Commission holds the authority to conduct recreation programs and activities on land or in facilities or buildings owned, leased or held by the town for park, playground or recreation purposes, and, with the approval of the school committee, for school purposes.

Recreation Commission		Years of Service	No. of Terms
Asa B. Foster	Co-Chair	2010-2025	5
David B. Pearlman	Co-Chair	2018-2027	3
Kelly S. Pierce	Commissioner	2018-2024	2
Mark Norton	Commissioner	2023-2026	1
Thruston 'Brud' Wright III	Commissioner	2016-2018, 2019-2025	6

At the 2023 Town Election, voters elected an unopposed Mark Norton to 3-year term to end at the conclusion of the 2026 Annual Town Meeting. At the May 7, 2024 Town Election Lesley B. Stewart was elected to take the seat of Kelly S. Pierce who stepped down after two terms and David B. Pearlman was re-elected and then became co-chair for FY2025.

The Recreation Commission met six times in FY2024 focused on supporting initiatives to provide Automated External Defibrillators (AED) at outdoor recreation sites and continued its discussion of synthetic turf systems as viable options for Wayland field users. At the 2024 Annual Town Meeting, an existing three-year moratorium on outdoor synthetic turf systems was renewed for FY 2025-FY 2028. Additionally, the Recreation Commission supported efforts funded by the Eliza J. Norton Foundation to install new dugouts at Cochituate Ball Fields and renovations at the Wayland Community Pool both funded by Community Preservation Act Funds. The Recreation Commission continued discussions with residents on the re-use and development of the vacant lot at 195 Main Street outside Wayland Middle School, formerly occupied by the Department of Public Works.

Community Preservation Committee (CPC)

On August 14, 2023, the Recreation Commission voted in favor of nominating Kelly S. Pierce for appointment to the Community Preservation Committee to represent the Recreation Commission, for a term ending June 30, 2026. The Community Preservation Committee identifies and evaluates potential community preservation projects focused on open space, historic preservation, and community housing as well as acquisition, creation or preservation of land for recreational purposes.

Route 20 South Landfill Visioning Committee (R20SLVC)

On August 14, 2023 the Recreation Commission voted in favor of nominating David B. Pearlman to continue to serve on the Route 20 South Landfill Visioning Committee as the Recreation representative, for a term ending November 1, 2025. The Select Board established this temporary advisory committee in order to assist the Board with studying a vacant parcel located on Route 20. The committee continues to work with a consultant to determine the highest and best use of the property.

Permanent Municipal Building Committee (PMBC)

Thruston 'Brud' Wright III and Asa B. Foster served as project representatives for the Loker project on the Permanent Municipal Building Committee. After many years of planning, design and public meetings, the Loker grass field project on Commonwealth Road began construction on April 12, 2023 and opened for play on April 16, 2024. Wayland Recreation had no debt funded by the Town in FY 2024, monies were previously borrowed by the Town for the Loker Field project under the direction of the Town Manager and the PMBC.

Respectfully submitted,

Katherine Brenna, CPRP, Town of Wayland Recreation Director
c/o the Wayland Recreation Commission: Asa B. Foster, Thruston 'Brud' Wright III, Kelly S. Pierce, David B. Pearlman, and Mark A. Norton, approved on September 17, 2024.



Recreation Department

Recreation Department

Recreation Director: Katherine Brenna, CPRP

The Recreation Department is directed by a five member elected body, the Recreation Commission in conjunction with the Town Manager. Wayland Recreation operates two Revolving Funds (MA GL Chapter 44, Section 53E ½) to pay the expenses related to a wide array of recreation services, activities, parks and facilities. The Recreation Department had no debt funded by the Town in FY 2024.

The Department consists of four full-time employees, 2.54 full-time employees funded by the General Fund (tax dollars) and 1.46 funded by a Revolving Fund (user fees). We continue strive for affordable recreational opportunities for all.

In the spring, Wayland Recreation screened, hired and trained over ninety seasonal employees ranging in age from 16 to 80 years old. We consider the selection of our staff to be the most important responsibility. We select caring individuals who are dedicated to working with our community. Seasonal employees are funded by the program fees and participants who benefit from them.

Did you know that our expenses are paid for by participants, beach-goers and field users and not by tax-dollars? Almost every dollar went back into our programs, events, facilities and staff who provide these activities.

In addition to delivering over 305 recreation programs (accommodating well over 8,105 participants), we operate the Wayland Town Beach, 12 playgrounds, 34 athletic fields, the Town Building gymnasium as well as 21 other open spaces, public parks and trails. Recreation Department employees are proud members of the National Recreation & Park Association (NRPA), American Camp Association (ACA), Massachusetts Recreation & Park Association (MRPA) and USA Pickleball.



Purpose and Duties

Wayland Recreation is committed to enhancing the Wayland community through quality activities, events, and parks that provide worthwhile recreation experiences. Wayland Recreation has a perpetual vision to offer "Something for Everyone." Wayland Recreation strives to offer diverse and comprehensive programming for all, offerings reach far beyond traditional sports with many enrichment programs, too. Quarterly, over 5,300 Wayland residences receive a seasonal brochure highlighting a myriad of recreational opportunities. According to analytics, the Wayland Recreation webpage remains the Town's most visited webpage.

In 2019-2020, like many neighboring school districts, Wayland adjusted its school start and dismissal times which upended the carefully balanced routines for elementary school students. With school dismissing 50 minutes earlier than before, there was a new need for already scarce afterschool activities.

Early in 2023, Recreation committed to help meet a community-wide need and began to utilize bus transportation from school to a variety of instructional classes, collectively called Wayland RecPass. We continue to partner with BASE, the school district, parents and the community at large to provide more options for kids at a variety of locations. In the 2023-2024 school year our program served over 170 families in 78 programs. RecPass is just one part of the community-wide solution.

Overall, the Recreation Department continued to explore enhancements and invest capital in our Recreation venues, while more aggressively maximizing the responsible usage of our limited resources. Some highlights of our accomplishments that exemplify our continued commitment to Wayland are outlined below.

Summary of Activities and Accomplishments



Throughout 2024, Wayland Recreation joined forces with other agencies and civic organizations to serve the community. Successful collaborations included:

- Working with the legislative arm of the MRPA we followed or provided testimony on important state legislation including amendments to Christian's Law, a proposed state-wide synthetic turf moratorium (extended locally in Wayland).
- Partnering with the Wayland Fire Department and the Facilities Department to install an outdoor AED (automated external defibrillators) at the new Loker Recreation field, Wayland third one.
- Through a partnership with the Massachusetts Department of Conservation & Recreation (DCR) all Wayland residents can borrow a free pass to any of the 440 Massachusetts State Parks.
- Working with The Education Cooperative (TEC) a non-profit organization that helps students of all abilities find internships to gain real life skills.
- Your Recreation Director continues to serve on Town's Safety Committee, Annual Town Meeting Logistics Team, and serves as an ex-officio member supporting the Council on Aging-Community Center Project, the Long-Term Capital Planning Task Force and the Out-of-School Time Task Force.
- Working with the Economic Development Committee to utilize the Town Green for community events and plan the return of Touch-a-Truck in the Fall of 2024.
- Staff attended the Massachusetts Health Officers Association (MHOA) Training on cyanobacteria and hazardous algae blooms that have been afflicting the region. The Recreation Department worked with DCR, Massachusetts Department of Public Health (MDPH), the Wayland Surface Water Quality Committee and the Wayland Board of Health to develop new local protocols for lab testing which prevented unnecessary beach closures. Town Beach completed its entire beach season without out any water quality closures that impacted many area waterbodies.

Town Beach

Our beloved beach is a hidden gem that offers sun and fresh water swimming on Lake Cochituate. Our 60,000 square foot swim area is patrolled by 17 lifeguards and the water quality is tested weekly by the Health Department. By the numbers: Over 821 season-pass holders joined Town Beach, as well as over 6,671 day-pass holders; 357 boaters rented a watercraft, and 58 lifesavers took either a Lifeguard, CPR class or other safety workshop with us. In 2024, we continued to make investments to the park through the Community Preservation Act (CPA) with renovations to the playground and the main entrance.



Summer Camps

Wayland Recreation operates summer camps that are licensed through the Health Department, to ensure that all the standards of the Massachusetts Department of Public Health (MDPH) are met. It's important to note that municipal camps are exempt from these minimum standards but we opt in to ensure we exceed the standards of childcare that parents expect.

In June 2022, we opened our popular summer camps and clinics with nearly sold-out rosters serving over 825 campers in over 1,826 (up from 1,544) camperships. We've added sport-specific clinics for volleyball, field hockey and lacrosse. Why are our camps so popular? It's no accident. These are fantastic camps with excellent staff. We benefit from 76% staff retention rate, 78% are Wayland residents. Our staff bring the magic of camp every day. We continue to train staff on diversity, equity and inclusion as well as emotional intelligence.



Programs

We introduced our new Wayland Recreation Youth Field Hockey programs in the spring of 2022, which grew to include instructional programs, summer clinics and a travel league, thanks to our founding members: Coaches Lauren, Mia and Danielle.

Wayland Recreation partnered with Youth & Family Services and Police to offer much needed social nights for 150 middle-schoolers.

Due to the recent change in school dismissal times and an on-going bus driver shortage, our Ski & Snowboard program was moved to Saturdays at Nashoba Valley Ski Resort, for its 48th year. It's still a very popular program with two busloads of skiers and really fantastic parent volunteers.

There were 108 Wayland teens certified in our Babysitting / Home Alone Workshops or took our Counselor-in-Training programs. We also expanded our popular adult volleyball and badminton drop-in sports to include Pickleball sessions on weekday mornings, collectively serving over 4,004 adult players.



Events

Popular events in FY2024 included a Spring Literacy Fair, our Halloween Parade and the Annual Fishing Derby, sponsored by Tom Antonellis Carpentry which drew over 125 anglers to Mill Pond. Partnering with the library and local groups we hosted a summer park series at the Hannah Williams Playground, funded by a grant from descendants of Hannah Williams, mother of thirteen children who lived in Wayland in 1920.

Fields & Facilities

Our fields and facilities were home to over 880 athletes from WHS Athletics and WMS Athletics as well as 9,500 users from more than 44 youth, teen, adult and senior community groups. These groups reserved over 7,883 activity session on 34 playing fields for over 31,000 hours of play.

The Loker Conservation & Recreation Area was being renovated into a new multi-sport grass playing field, which opened in April 2024. Other improvements included sodding the goal-mouths of the Town Building soccer field, maintenance at the batting cage areas and upgrading the Oxbow Meadows walking trails. Town Building Gym floor was refurbished for the first time in 20 years, and benefited from new volleyball equipment and roof repairs.

Goals for FY25

In addition to continuing our mission to provide quality programs and venues, Recreation participated in a goal-setting session for FY2024, which included capital improvements: Loker Field and the Council on Aging/Community Center and to renovate the basketball court and install new dugouts at Cochituate Ballpark, generously funded by the Eliza J. Norton Foundation. Other goals aim to renovate the Town Beach Playground and Town Beach entryway. We'll continue to build the youth field hockey program, provide much needed afterschool programming and find resourceful ways to meet community needs.

Acknowledgement

The Recreation Department extends sincere thanks to the dedicated volunteers and colleagues in Town, without whom recreation services would not be possible; most notably the staff of the DPW who maintain acres upon acres of fields, parks, trails and waterfronts, the Health Department who monitors the lake water quality and licenses our summer camps, the Facilities & School Departments, Town Administration, as well as the Library, COA, Youth & Family Services, Police and Fire for being generous collaborators. Wayland Recreation had a banner year in FY 2024 and we hope we have successfully displayed pride in our people, parks and programs.

Respectfully submitted,
Katherine Brenna, CPRP *Recreation Director*

**TOWN GENERAL FUND – RECREATION DEPARTMENT****Operating FY 2024 Actual**

Recreation 2.54 FTE	\$215,419
Purchase of Services	\$ 87,908

REVOLVING FUNDS – RECREATION DEPARTMENT

Due to the seasonal nature of Recreation programming, it is typical for most revenue to be generated in Q4 of one fiscal year, and the associated expenditures to be spent when the services are rendered later in Q1 of the following fiscal year.

	Recreation Revolving Fund		Athletic Fields Revolving Fund	
	FY 2023	FY 2024	FY 2023	FY 2024
Expenditure Limits	\$972,000	\$1,250,000	\$400,000	\$190,000
Actual Revenue	\$970,665	\$1,194,530	\$413,534	\$150,831
Actual Expenses	\$835,186	\$1,086,230	\$326,255	\$113,205
<i>Including Transfers to Town General Fund from Revolving Funds:</i>				
OPEB:	\$1,655	\$1,547		
Indirect Costs:	\$47,794	\$55,108	\$10,465	\$19,521
Net +/-	\$135,479	\$96,518	-\$112,721	\$37,625
EOY Balance	\$866,603	\$963,121	\$280,591	\$318,216

Wastewater Management District Commission

Chair: Michael Gitten

The Wayland Wastewater Management District Commission (WWMDC) operates a sanitary sewer system that serves business, residential and municipal properties along Route 20 from Route 27 to the Town Center development and the Oxbow Wayland residences, formerly known as Alta at River's Edge. Wastewater discharges into the system and flows to a treatment plant located on Town-owned property within Town Center. The treated wastewater discharges to the Sudbury River and a subsurface absorption system located at Oxbow Wayland. Since FY2019, the WWMDC has been sharing resources with the Wayland School Department for oversight of the wastewater treatment plant at Wayland High School.

Managerial Oversight of the WWMDC and High School Wastewater System

The position of Wastewater Operations Manager (WOM) was created and filled in October 2018. The WOM is responsible for and manages emergency response to alarm calls and overseeing scheduled contract work pertaining to the Wastewater Treatment Facility (WWTF). The WOM also performs periodic operational work, preventive maintenance, and repair work that was previously done on an on-call basis by the plant contractor.

Discharge Permits and System Usage

The WWTF operates under two discharge permits, including a surface water National Pollutant Discharge Elimination System (NPDES) permit (permit # MAG 580011) issued jointly by the U.S. Environmental Protection Agency (EPA) and the Massachusetts Department of Environmental Protection (MassDEP). The permit was issued in 2021 and allows discharge of an annualized average limit of 52,000 gallons per day (GPD) into the Sudbury River. The Permit expires on Nov. 30, 2026. During the past fiscal year, average flow was approximately 30,000 gallons per day (gpd).

The Town coordinated with the Alta at River's Edge project whereby the Town owns and operates a Subsurface Absorption System "SAS" (commonly referred to as a leaching field) located at the residential property. The SAS and other improvements were made at no cost to the WWMDC. The leaching field allows the District to optimize the treatment plant capacity without changing the surface water NPDES permit due to the additional permitted flow allowed by the MassDEP Individual Groundwater NPDES Permit (permit # 999-1, expiring Dec. 30, 2026). This permit allows an additional 37,000 gpd to be discharged to the SAS.



With the addition of the SAS, the WWMDC is permitted to allow more than sufficient effluent flow to handle the full capacity of the WWTF. In response to this, and increased demand, the WWMDC prepared a Privilege Fee Policy & Summary of Flows document in February 2023 and updated in April 2024. This established design flow to be distributed within the service area and developed a procedure for increases based upon observed flow and system performance. It also updated the Privilege Fee for new discharges to the WWTF that were set to cover anticipated proactive maintenance to the WWTF through the replacement of equipment and instrumentation.

FY 2024 Accomplishments

- Updated WWMDC Rules and Regulations, including establishing penalties for violating them;
- Installed and assessed new membrane system; and
- Reduced the delinquent accounts by 57%.

Goals for FY 2025

- Operate WWTF efficiently and in compliance with all permits;
- Evaluate ability to increase influent to WWTF to support controlling all user's rates;
- Install replacement fine screens; and
- Install replacement membrane diffusers.

Administration and Finances

Income for FY2024 was \$862,000. Of this amount, \$331,000 was earmarked for paying off outstanding bonds. Operating income of \$579,000 included revenue of \$60,000 from privilege fees and operating expenses were \$500,000.

The Commission's estimated fund balance at the end of FY2024 was approximately \$1,159,000, which is largely money collected in prior year's betterment prepayments and will be used for future bond payments.

The WWMDC developed a budget for FY2025 of \$937,000, which will be funded from operating income \$503,000, betterment receipts \$234,000, and retained earnings \$200,000 (for small equipment purchases \$105,000 and \$95,000 to offset debt service). Funding will be offset by operating expenses \$608,000 and bond and interest payments \$329,000. The FY2025 rates were set as follows:

Category	Rate / hcf	Approximate Share of Revenue
Base Charge (based on user's allocated capacity)	\$7.99	~ 80% of user fees
Tier 1 (water usage up to 50% of allocated capacity)	\$6.29	~ 20% of user fees
Tier 2 (water usage in excess of 50% allocated capacity)	\$18.88	

hcf = hundred cubic feet

Commission Membership and Staffing

The WWMDC members are Michael Gitten (Chair), and Darrin Bock. There currently is an opening on the Commission.

The Commission's Account Specialist continues to work on administrative issues, communicating with other Town departments, and managing the Board's financial reporting. The Town Engineer provides technical support and direction. The WOM oversees maintenance, repair and upgrades to the WWTF.



PUBLIC SAFETY

Fire Department

Our Mission

The Wayland Fire Department's mission is to protect the lives and property of residents. This is accomplished through the delivery of excellent fire, rescue, and emergency medical services. To meet our mission, we strive to achieve the highest levels of preparedness, prevention, and community involvement.

Organization

The Chief, Assistant Chief, and a full-time Administrative Assistant make up the staff managing the Fire Department. There are four work groups protecting the town 24 hours a day, seven days a week. When fully staffed, each group has seven people. Typical staffing at Station 1 includes an officer and numerous firefighters who are responsible for responding with an ambulance, ladder, or pumper truck, depending on the call. Staffing at Station 2 includes two firefighters who respond with an engine to emergency calls.

Personnel Changes

We experienced several personnel changes in FY 2024. Captain Robert Dorey and Captain Gregory Halfpenny retired from our department. I would like to thank Captain Dorey who served the town for 22 years, and Captain Halfpenny who served for 29 years for their dedicated service to the community. We welcomed four new Firefighter/Paramedics. Chris DeBernardi joined our team on August 28, 2023. Tim Oxley began his career with our department on January 22, 2024. Evan Scourtas came on board on February 27, 2024, and Anna Pelevina was hired on March 28, 2024. All of our new hires came to the department with prior fire and/or EMS experience. Additionally, we welcomed Carol Hladick as our full-time Administrative Assistant.

Incident Response

The department responded to 2521 emergency calls. The number of calls this year is in line with prior years. Rescue (medical) calls continue to represent the single greatest emergency call type, with our personnel providing advanced life support on 52% of the transports.

The department responded to 10 building fires in Wayland, including one in October 2023 when we responded to a four-alarm fire at a commercial occupancy on Main Street. This significant fire was challenging because of the contents of the occupancy which was an auto body shop located on a major road with limited access to the building itself.

Inspectional Services

We completed 611 inspections, which varied in type, but the majority were smoke detector inspections for renovated structures and home sales. We issued 207 permits.

Alta Oxbow, also known as River's Edge, was completed. This was a significant project containing 218 residential units across three buildings. From start to finish, we worked with other town departments, engineers, and the project developer to see that the project was completed in compliance with the most current codes.

Fire Loss

The total property damage loss from fire was valued at \$2,227,000 including the structures and their contents. There were no civilian injuries or loss of life in our community due to fire. The property damage numbers, listed below, are higher than last year, which is related to the large commercial fire that occurred.

Property Damage – 6 Year Comparison by Fiscal Year

Fiscal Year	Loss
2024	\$2,227,000
2023	\$480,079
2022	\$222,055
2021	\$593,893
2020	\$854,802
2019	\$31,000

**Fire Education**

Our education team continues to be active in the community and focuses its efforts on the education of residents from pre-school age to adults on fire-related topics through our grant programs, SAFE and Senior SAFE.

We continue to offer a Safety Net program. This program is geared towards individuals who have cognitive impairment. It utilizes bracelets to assist public safety officials when trying to locate individuals who may have wandered off.

Capital Purchases

The Station 2 renovation project is underway. Significant progress was made and most of the renovations have been completed. We expect this project to be completed in the fall of 2024.

In FY 2024, we received authorization from the Town for the purchase of the following:

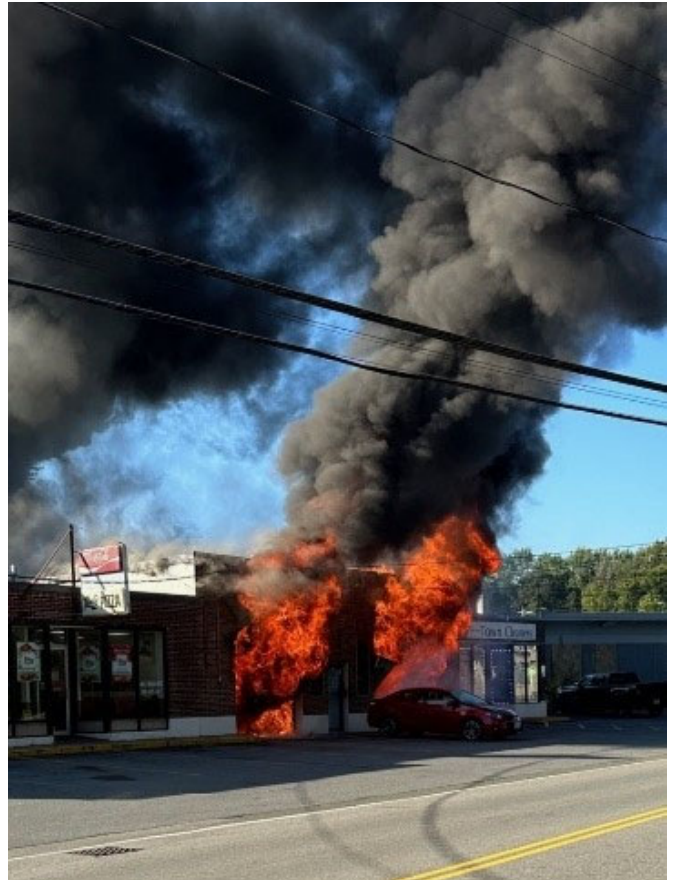
- Thermal imagers
- Forestry firefighting equipment
- Personal Protective equipment

Ambulance revenue and inspectional fees generated by the department were used to offset the funding of these capital purchases. We appreciate the support from the Town to help make these purchases possible.

Revenue and Grant Activity

The department continues to pursue grant opportunities to fund the purchase of equipment and supplies to support the department and our public education activities. They include the following:

- Department of Fire Services (DFS) – Fire education funds for the SAFE and Senior SAFE programs
- Department of Fire Services (DFS) - Firefighter Equipment Grant for the purchase of firefighting safety equipment like ballistic vests, SCBA bottles, and other safety equipment
- MIAA – Risk Management Grant for the purchase of protective equipment, safety barriers, and ladders
- Massachusetts Emergency Management Agency (MEMA) – EMPG Grant used for building protection



In an effort to enhance the reimbursement of our ambulance service, Assistant Chief Rich Ripley introduced the Ambulance Certified Public Expenditure Program to the department. He and Administrative Assistant, Carol Hladick, worked through the Program to find additional reimbursements totaling \$32,109.

As stated above, the inspectional and ambulance funds generated by the Fire Department have been used by the Town to fund capital budget purchases for the department and offset the cost of operating the Town. The Fire Department generated \$32,290 in inspectional fees (licenses, permits, and fire alarm monitoring) and \$781,850 in ambulance fees.

I would like to thank the personnel of the Wayland Fire Department for their commitment and dedication, to the level of service they provide. I would also like to thank the residents of Wayland for their continued support of the Fire Department.

Respectfully Submitted,
Neil W. McPherson
Fire Chief



Police Department

The mission of the Wayland Police Department is to work with all the citizens to preserve life, maintain human rights, protect property and promote individual responsibility and community involvement.



CORE VALUES

Integrity

We are committed to the enforcement of laws and the preservation of order and property. We are honest, truthful, and consistent in our words and actions, and therefore, are worthy of the public's trust. We exercise discretion in a manner that is beyond reproach. We do not accept gifts or special considerations as a consequence of our office.

Professionalism

We treat the public and our colleagues with courtesy and respect. We understand that our appearance, words, and demeanor contribute to the public's confidence in us. We are responsive to the community and deliver services promptly and efficiently.

Fairness and Impartiality

We act with fairness, restraint, and impartiality in carrying out our duties. We work with the community to continually understand and overcome cultural influences and unconscious biases. We understand that our actions, combined with the way we treat members of the community, contribute to our "legitimacy" in the eyes of the public.

Teamwork

We work together as one organization in carrying out the mission of the department. Our respective units do not act as distinct "silos" from one another. As individual members of the department, we are respectful to each other and work collectively to solve problems and serve the community.

Efficiency

We keep abreast of standard procedures, legal issues, and innovative topics in modern policing through regular training. We exercise rigor in thinking strategically about identifying trends, exploring alternative solutions, and solving problems.

Advocacy and Empathy

We have compassion for victims of crime. As members of the community, we have respect for and promote the diversity of the community. We advocate for social and other supportive services for victims, youth, and others involved in the criminal justice system.



Calls for Service

Total Calls for Service for Fiscal Year 2023 was 17,235.

Below is a chart of by call type where we had more than 20 per category.

Call for Service (Over 20 Incidents)	Total	Call for Service (Over 20 Incidents)	Total
Accident	276	Larceny	28
911 Call	373	Lost/Missing Property	20
Alarm Commercial	78	Medical	1239
Alarm Residential	199	Motor Vehicle Complaint	41
Animal Complaint	171	Motor Vehicle Stop	2807
Building Checks	59	Noise Complaint	48
Civil Matter	25	Phone Internet Scam	27
Disabled Motor Vehicle	206	Property Damage	27
Erratic Operator	149	Road Hazard	202
Found Property	37	Solicitors	20
General Service	276	Suspicious Activity	344
Harassment/Stalking	21	Suspicious Motor Vehicle	342
Identity Theft	57	Suspicious Person	64
Well Being Check	30		

Personnel Changes

During Fiscal Year 2023 we had a number of personnel changes at the Wayland Police Department.

The following people were hired during Fiscal Year 2024 as Police Officers for the Town of Wayland:

- Joseph Proia Police Officer transferred from the Framingham Police Department
- Rachel Pugh Police Officer transferred from the Berklee College of Music Police Department

The following people left the Wayland Police Department in Fiscal Year 2023

- William Smith Retired as a Sergeant
- Jennifer Ordway Retired as a Sergeant
- Christopher Hanlon Retired as an Officer

We also anticipate hiring additional officers to replace other officers that are retiring.

**Specialized Training**

Many of our officers attended additional trainings throughout FY23. Some examples include:

- School Resource Officer Recertification Training
- School Safety Summit
- Youth Crisis Intervention Training
- Taser Instructor Training
- Anti Bias and Hate Crime Training
- Armorer Training
- New Sergeant Training
- Accreditation Training
- Incident Command Training
- FBI LEEDA Training
- NCTC Training
- Servant Officer Training
- Intentional Leadership Training
- Crisis Intervention Training
- Law Enforcement Intelligence Training
- Field Sobriety Training
- Detectives Conference
- Shield Training
- Safety Net Training
- PTAC Training
- Middle Eastern Intelligence Training
- Supervisory and Management of an Field Training Program
- CPR / First Responder Instructor Training
- Suicide Prevention Training
- Officer in Charge Training
- Crime Scene Digital Photography
- BEER Training
- Search Warrant Training

Annual In-Service Training

All officers attended 40 hours of in-service training; this year's 40 hours consisted of the following:

- CPR / First Responder
- Legal Updates
- Firearms Recertification
- Officer Wellness – We Are What We Do
- Electronic Control Weapon Recertification - Taser
- Report Writing and Courtroom Testimony
- Rules of the Road – OUI Refresher

Capital Projects

We have completed our Capital Projects for Fiscal '24 with the replacement and training of all officer Tasers to the latest technology.

Goals and Objectives for FY 2025

- Seek additional grant funding for traffic enforcement activities.
- Recruitment of new employees that seeks to include diversity and inclusion in the workplace.
- Additional Maintenance and improvement of the facilities at the Public Safety Building.
- Seek out other grant opportunities.
- Additional training opportunities for police and dispatch personnel.
- Continue to update Departments Website
- Review and update all of the department's policy and procedures and work toward Police Accreditation.

I would like to thank the personnel of the Wayland Police Department for their dedication and the level of service they provide to the department and the community we serve. I would also like to thank the residents of Wayland for their support of the Wayland Police Department.

Respectfully submitted,
Ed Burman
Chief of Police



Local Emergency Preparedness Committee

The Local Emergency Planning and Community Right to Know Act (EPCRA) of 1986, enacted as Title III of the Superfund Amendments and Reauthorization Act (SARA), was passed in the wake of the Bhopal disaster in India. More than 2,000 people died as a result of this tragic accident where a hazardous chemical was released. In order to prevent similar occurrences, EPCRA established a national framework to plan for chemical accidents and required each state to create a State Emergency Response Commission (SERC).

State Emergency Response Commissions were charged with establishing Local Emergency Planning Committees, which provide a framework for first responders, state and local elected officials, emergency managers, industry representatives, hospital and public health officials, the news media and the general community to work together to plan for hazardous material emergencies.

The LEPC focus is on hazardous material related emergencies. The town is also actively involved in the emergency management planning for other types of emergencies as part of our emergency planning efforts, which are led by the public safety department heads.

On July 12, 2021, the Select Board voted to reissue the change for the Local Emergency Planning Committee (LEPC).

The LEPC has basic functions under the law:

- To develop a comprehensive Hazardous Materials Emergency Plan for the community and keep the plan up-to-date. The plan is authorized and regulated under the EPCRA, Massachusetts General Laws, Chapter 21E, the Clean Water Act, the Clean Air Act, the National Contingency Plan, and Disaster Relief Programs. The plan is developed with stakeholder participation.
- To receive information about storage and use of hazardous materials, and accidental hazardous material releases.
- To collect, manage, and provide public access to information on hazardous chemicals in the community.
- To educate the public about risks from accidental and routine releases of chemicals, and work with facilities that store or use such chemicals to minimize associated risks.

The LEPC will consist of nine voting members and a number of non-voting members. Voting members include the Fire Chief – Chairman, Police Chief, DPW Director, Health Department Director, two members of the Board of Selectmen or designees, and three community members. Non-voting members may include members from Facilities and an Information Coordinator.

The LEPC has accomplished the following activities:

- Held regular meetings
- Conducted a tabletop exercise
- Discussed emergency response plans for hazard material type calls



Animal Control Officer

Submitted by: Jennifer Condon

TOWN OF WAYLAND

ANIMAL CONTROL ANNUAL SUMMARY REPORT JULY 2023 - > JUNE 30, 2024

Month	Total Calls	Complaint Calls	Lost Dog	Lost Cat	Other Cat Related	Wildlife	Misc. Calls	Pickups	Human/Animal - Animal Bite	Quarantine Order Issued/Released	Submitted to State Lab	Barn Kennels Inspected	Deceased Animals
January	20	2	-	1	-	4	4	-	1	1	-	2 Kennels	5
February	14	5	1		-	2	3	1	-	-	-	-	2
March	24	4		1		4	10	-	2	2	-	-	1
April	35	4			1	11	6	-	2	3	-	-	8
May	38	2	1	1	3	10	6	-	2	4	-	-	9
June	46	-	2		4	15	9	1	2	5	-	-	8
July	33	4	2	4	2	7	3	-	2	5	-	-	4
August	25	-	2	2	-	4	4	-	1	5	-	-	7
September	43	5	2		-	6	7	1	3	8	-	-	11
October	25	2	1	2	-	4		2	2	6	-	-	6
November	21	3		2	-	7	1	-	1	1	-	-	6
December	36	3	4		-	-	3	-	1	2	-	23 Barns	-
TOTAL 2024	360	34	15	13	10	74	56	5	19	42	-	25	67

Notes:

23 Barn reports completed, submitted to Dept. of Animal Health

Per the Dept. of Animal Health, all information on Barn Inspections is confidential.

Dog Control Appeals Board

The Dog Control Appeals Board (DCAB) exists for the purposes of adjudicating disagreements between the Town's residents and the decisions of the Animal Control Officer. DCAB hears evidence from both sides of a complaint, as well as the Dog Officer, and then makes a recommendation to the Select Board for a final decision. During the past year, no such disagreements arose and the committee, therefore, had no purpose to meet.



COMMUNITY SERVICES

Council on Aging

The Wayland Council on Aging provides programs and services to address the unique social, educational, medical, financial and wellness needs of maturing adults. The COA also serves as a senior advocate and valued resource for non-seniors who are assisting aging family members. Current census statistics indicate that 30% of Wayland's total population is 60 years of age or older (Wayland's total population ~14,400; Wayland's Adult population 60 years or older ~4,300).

FY 2024 COA goals addressed chronic transportation challenges for seniors, food insecurity, and social isolation and other barriers that prevent older individuals from living independently, comfortably, productively and with dignity. The COA continued to explore optimum communication pathways to keep Wayland seniors informed. Websites (Town and Department), direct mail, email social media, local access cable, zoom and hybrid offerings were all critical in COA's ability to keep the public informed.

Transportation	<p>The MWRTA (Metrowest Regional Transit Authority) continued to provide a handicapped accessible "Dial-A-Ride" service to pick up residents at their homes and transport them to communities served by MWRTA as well as to Boston Hospitals. Dial-A-Ride is a Mon-Fri shared ride system.</p> <p>A \$125,000 grant was also awarded in FY2024 to the Sudbury and Wayland COAs for a Boston Hospital Shuttle service starting in August 2024. The handicapped accessible shuttle bus will pick up riders at their homes. Three round trip shuttles to Boston hospitals, three days per week is scheduled.</p> <p>A Mass Development Taxi Partnership grant provided approximately 600 taxi rides to medical appointments for Wayland residents. Companion rides for residents unable to travel alone were also offered.</p> <p>A Massachusetts Councils on Aging (MCOA) grant provided approximately 200 taxi rides to Wayland seniors in FY2024.</p> <p>Funding for all Taxi Partnership grants ended June 30, 2024.</p> <p>COA also offered free transport to Market Basket Plaza with home pickups.</p> <p>The COA van also provided service to local destinations including Symphony Hall, area museums and destinations like Worcester and Rockport.</p>
Food Insecurity	<p>In 2024, the Annual Statewide Study of the Greater Boston Food Bank identified that 1 in 3 adults in Massachusetts reported household food insecurity. The COA partnered with the Open Table food pantry to assist Wayland seniors in need. COA volunteers assisted residents to select their food items including shelf stable, refrigerated and/or frozen items. Delivery Volunteers picked up the resident orders at the Food Pantry for the registered residents and delivered the boxes to their homes.</p> <p>Hanson Farm in Framingham once again provided fresh produce to the COA. One hundred bags were filled by COA volunteers with the Hanson Farm produce. Bags were distributed to those who registered.</p> <p>Farmers Market coupons were provided by the Dept. of Agriculture through Springwell. Springwell distributed the Farmers Markets coupon booklets to area Councils on Aging who distributed to residents meeting eligibility requirements. When resident requests exceeded the number of coupon booklets available, a lottery was held.</p>
Barriers to Independent Living	<p>COA connects residents in need with service agencies like Springwell and SMOC (South Middlesex Opportunity Council). SMOC processes the fuel assistance requests for LIHEAP (a federal Low Income Home Energy Assistance Program). COA assists residents to complete their applications. Springwell announced a change to their home delivered meal program. Hot meals changed to all cold meals that could be frozen, or heated in a microwave or oven. Waiting lists for homecare support services continued through FY2024. An AARP Community Challenge Grant was awarded to the COA in May 2024. Only ~10% of 3,350 applicants received awards to provide educational workshops to increase safety in resident homes. Info sessions will feature Smart Home devices like security cameras, keyless lock systems, remote garage door and thermostat controls, grab bars, etc.</p> <p>Social isolation, communication and transportation challenges continued to be the greatest barriers to seniors living alone.</p>



Outreach

The Outreach Service Coordinator reported an unduplicated number of approximately 200 residents being served in FY2024. The number of additional service requests from those 200 seniors increased by 25% from the FY2023 statistic. Fuel assistance requests increased 33%. Assistance with financial concerns increased by 150% in FY2024.

Communications and Community Relations

With the absence of the Wayland Town Crier, a weekly publication print newspaper, the COA strived to consider a variety of options that would connect our senior population with information on a variety of topics.

- COA's monthly 12-page newsletter is mailed to approximately 1,200 seniors with program offerings, information about transportation, Medicare, and other programs for seniors
- COA's weekly eblast reaches approximately 800 seniors with a look at COA programs for the week ahead, reminders about upcoming town events and opportunities, and other timely information
- All of COA's programs are promoted on social media – Facebook and Instagram – and on Patch.com
- The COA website is regularly updated to include current information about upcoming programs and services
- COA regularly reaches out to the wider community with information about our programs and services through the quarterly Recreation brochure, mailed to all households, and the new Town Newsletter. COA also reaches out to student groups and local organizations for partnerships that build a sense of community and intergenerational opportunities.



AARP Tax Preparers Kathie Schmidt, Jody Osgood, and Katalin Brown met with more than 100 seniors in the spring of 2024 to prepare and submit their tax returns.

Programs

The COA offers diversified programs to meet the interests and needs of seniors. In FY2024 over 200 residents attended the outdoor production of Shakespeare in the Park on the stage at the Wayland Town Green in Town Center. This event was sponsored by the Council On Aging and funded in part by the Wayland Cultural Council as part of the Massachusetts Cultural Council.

A monthly "Lunch & Learn" speaker program was launched in 2024 featuring current topics like artificial intelligence, climate change and the opioid epidemic. Collaborations with the Wayland Library and Parmenter Foundation allowed us to offer multi-week series on Finishing Touches: Planning for the Last Chapter of Life. Topics included estate planning, medical decisions and hospice. Fitness opportunities were expanded to include Cardio Dance and a second yoga class. A FIT CLUB monthly membership allows subscribers to attend as many classes as they wish – both in-person and on zoom. In-person classes were on a pay as you go basis for residents unable to make a regular commitment due to health or other obligations. Multi-week courses were also



Can We Stop Climate Change? A four-session course in October 2023 looked at the science of climate change, and how to take action.



offered on a variety of topics including climate change. Programs were offered in-person, via zoom and as a hybrid event where residents could attend in-person along with residents zooming in from home.

A partnership with Metrowest Legal Services enabled us to offer the FY2024 annual Document Day for residents to create their Power of Attorney and Healthcare Proxy documents with an attorney at Wayland COA without charge.

COA's 13th Annual Summer Outdoor Concert started in June 2024. Weekly attendance was consistently 150-200 residents. Attendees of all different ages attended the 5 week series. WayCam our local cable live streamed the event for those unable to attend.

The Wayland Community Center/Council on Aging offices commenced construction in 2024. The new Center will relieve the space strain that COA has experienced at the Town Building. Confidential meeting room space for residents to discuss health insurance, legal matters, tax preparation has been an increasing challenge at the Town Building. The flexible design of the shared space areas programs at the new community center will allow will provide appropriate space for older adult programs and services.

COA's DURABLE MEDICAL EQUIPMENT LOAN CLOSET continued to offer a variety of equipment for short term loan including shower chairs, rollators, wheelchairs, knee scooters, walkers. Approximately 60 residents borrowed medical equipment at least once.

IN APPRECIATION

The Council on Aging greatly appreciates the on-going support of the many Town Departments for their cooperation in helping us to provide programs and services for our older adult population. The COA would also like to salute Wayland Public Safety. The Police Department and the Fire Department provide regular programs and services to the COA to help residents live safely in our caring community.

The FRIENDS OF THE WAYLAND COUNCIL ON AGING, INC, a 501(c)(3) organization assists the Wayland Council On Aging by subsidizing programming and service needs that cannot be absorbed in the COA's Town appropriated budget. In FY2024, the Friends financial support allowed the COA to maintain affordable program fees residents during a time of escalating costs. A community waiver discretionary fund also allowed the COA to assist seniors with unexpected challenges. The Friends have been committed to the COA-CC community center project. The ground breaking for the COA-CC took place in February 2024 at which time the Friends of Wayland Council on Aging pledged \$100,000.00 to enhance the COA Welcome Center and dedicated spaces for senior services.



Intergenerational Trivia was a big hit in May 2024, featuring mixed teams of Wayland High School seniors and



Senior Tax Relief Committee

Chair: Susan Rufo
Vice Chair: Joel Rosenhaus
Clerk: Anne Gilbert

Committee Members:

- Joan Bradford
- Markey Burke
- Pauline DiCesare
- Valrie Rose Thompson

Ex-Officio and Liaisons:

- Julie Secord, Director: Wayland Council on Aging
- Carol Martin, Vice Chair, Wayland Select Board

The Senior Tax Relief Committee is a seven member committee that meets quarterly. The Select Board appoints Senior Tax Relief committee members who will be representing the Select Board. The Select Board also ratifies the Senior Tax Relief committee members who have been appointed by the Council on Aging, Assessors and Finance Committee to serve on the STR Committee.

Committee's Purpose and Duties

The Tax Relief Committee is concerned with identifying, researching, developing, and promoting a variety of strategies designed to ease the property tax burden on Wayland residents age 65 and over, including but not limited to researching existing options for providing tax relief and informing citizens of their benefits and drawbacks, seeking alternative methods for easing the property tax burden, working to gain support for changes to state legislation and local bylaws and practices, and working with similar committees in other communities and with state legislators to identify and file legislation.

Summary of Activities and Accomplishments FY24

The seven member committee explored local and state initiatives that were designed to provide property tax relief. In FY2024, the Commonwealth of Massachusetts made significant changes to the State Circuit Breaker Tax Credit. That tax credit is now capped at \$2590. What makes this tax credit particularly valuable is Wayland's local match of the state tax credit awarded. The Senior Tax Relief Committee also identified alternate ways to increase awareness of the credit: COA newsletter, COA eBlast, Wayland Rec brochure, tax bill insert, hybrid information sessions, etc. The CB process is straightforward and qualifying parameters are quite broad allowing many residents to participate. Submitting a timely application to the Assessor's Department each year is critical.

Goals for FY25:

The Committee is scheduled to develop their FY2025 goals at their first meeting in FY2025. Goals would include but not be limited to:

- Continuation of exploring local initiatives in area communities including freezing home assessments for fixed income seniors, replacing real estate taxes with income generated taxes.
- There have also been resident requests to explore the feasibility of a senior tax rate for those who qualify. This would be for older residents who continue to live in Wayland but do not have children in the school system.
- Review current structure of the Senior Tax Relief Committee (number of members) and frequency of meeting when considering goals for FY2025

Respectfully Submitted,
Joel Rosenhaus, Senior Tax Relief Committee



Housing Authority

Chair: Susan Weinstein
Vice Chair: John Thomas

Committee Members:

- Mary Antes
- Russell Ashton
- Denise Fortin
- John Thomas

Ex-Officio and Liaisons:

- Brian Boggia, Executive Director

Committee's Purpose and Duties

The Wayland Housing Authority (WHA) has been an integral part of our community since 1970, when it was organized under the Massachusetts Housing Authority Law, G.L. c. 121B. Before and since then, townspeople have advocated for the creation and preservation of affordable housing for low- and moderate-income people in Wayland. The WHA is funded and regulated by the federal government through the U.S. Department of Housing and Urban Development (HUD) to provide, maintain, administer, and advocate for housing for low- and moderate-income individuals and households. The WHA administers 136 public housing units for low- and moderate-income seniors, individuals with disabilities, and families. In addition, the WHA administers approximately 81 Section 8 housing choice vouchers. Members of the WHA Board of Commissioners serve on other Town committees, including the Municipal Affordable Housing Trust Fund, Housing Partnership, and Community Preservation Committee. The WHA Executive Director participates in the Town Planner's land use planning monthly meeting.

Summary of Activities and Accomplishments

The WHA continues to be designated as a High Performer in the HUD Section 8 Management Assessment Program and in the HUD Public Housing Assessment Program. Even though the WHA has experienced a second year of unusually high tenant turnover in public housing, chiefly attributable to an aging tenant population, the WHA continues to operate at full occupancy. The public housing waiting list time for Wayland residents is more than 3 years and more than 7 years for applicants without a recognized Wayland connection (e.g., current resident, family of current METCO student, works in Wayland, etc.). The Section 8 waiting list is approximately 6 years for Wayland residents and more than 14 years for non-Wayland applicants.

HUD provided a total of \$44,100 for the WHA Family Self-Sufficiency Program to pay for a service coordinator assisting tenants to find employment and live independently. The Family Self-Sufficiency program had twenty-seven active participants during this period, for whom the average increase in annual income/household was more than \$12,000. Ten participants stopped receiving cash welfare assistance and three participants graduated from the program.

At the Bent Park apartments, we replaced and upgraded the fire alarm and panel. We are preparing for the renovation of forth-five kitchens at the Cochituate Village Apartments, scheduled to begin late summer 2024.

The WHA is involved in a variety of affordable housing activities beyond administering public housing and housing vouchers. Pursuant to a long-term lease, the WHA manages the property at 11 Hammond Road for the Wayland Municipal Affordable Housing Trust Fund's affordable unit. The WHA continues to monitor Chapter 40B affordable units at Oxbow Meadows, rental units at Wayland Town Center, and Hammond Road. The WHA Executive Director has strongly advocated for the creation of supportive housing for individuals with intellectual and or developmental disabilities in our community.

The WHA is grateful to outgoing commissioner Kevin Goodwin for more than ten years of service on the WHA Board. The WHA welcomes Denise Fortin, who was recently appointed to the WHA Board of Commissioners. Susan Weinstein was re-elected as the Board Chair. The Board extends appreciation to the WHA staff for the care and attention they provide to the WHA community.



The WHA made a Payment in Lieu of Taxes payment in the amount of \$47,576 to the Town of Wayland for fiscal year 2023. The WHA appreciates the Town's ongoing support of low-income public housing.

Goals for FY25

- Continue advocating for increased affordable housing opportunities in Wayland, shared living opportunities for adults with intellectual and or developmental disabilities, and affordable housing generally in our community.
- Continue to perform at high levels in providing safe housing units for low- and moderate-income seniors, individuals with disabilities, and families.
- Complete renovation of all unit kitchens at the Cochituate Village Apartments.

Respectfully submitted,

Susan Weinstein, Chair

Wayland Housing Authority Board of Commissioners

Housing Partnership

Chair: Mary Antes

Committee Members:

- Kathleen Boundy
- Rachel Bratt
- Jackie Espiritusanto-Vega
- James Grumbach
- Candace Hetzner
- Janot Mendler de Suarez
- Katherine Provost

Committee's Purpose and Duties

The Wayland Housing Partnership (WHP) works to lead, advocate for, and support efforts to meet the affordable housing needs of the Town of Wayland and comply with the state mandate required of all cities and towns: no less than 10 percent of the year-round housing stock should be affordable to households earning no more than 80 percent of the area median income. To do this, the committee works to implement the goals and strategies of the Housing Production Plan (HPP). It also provides feedback to developers and other boards on affordable housing proposals and increases public awareness of housing issues through forums and other public events. In short, the WHP is committed to advocating for affordable housing, consistent with the needs of the Town, while also considering community concerns.

The Select Board (SB) appoints the nine members of the committee. This includes a member or representative of the Wayland Housing Authority, Planning Board, Conservation Commission, School Committee, the Wayland Interfaith Leadership Association, and three members from the community at large. Members serve for staggered three-year terms.

Summary of Activities and Accomplishments

The most exciting project continues to be the one initiated by Father David O'Leary, the clergy representative to the WHP in 2022. He approached the Archdiocese of Boston and the Planning Office for Urban Affairs (POUA) to build a 60-unit senior (62+) rental development on underutilized land at St. Ann's Church. The project is moving through the review process. This year; it received a funding commitment of \$250,000 from the Wayland Affordable Housing Trust Fund; the project was reviewed and approved by the Zoning Board of Appeals; and it was submitted to the state for tax credit funding.



Building on the Wayland Housing Authority's identification of the growing need for housing to serve adults with intellectual and developmental disabilities, the WHP made shared housing a priority. It submitted an article to the Town Meeting warrant to transfer town-owned land to be used for this purpose. Because of legal issues, the article was withdrawn. However, the Partnership strongly supported the Planning Board's MBTA Communities bylaw article as well as a motion asking the Planning Board to work with a resident to amend the conservation cluster development district in a way that will encourage green land use and efficiently sized, community-centric, clustered housing developments. The goal is to bring the shared housing proposal to the next Annual Town Meeting. WHP representatives met with SB members, Wayland's Town Planner, potential service provider(s) and a local developer to explore options.

Another focus of the committee this year has been to educate our members on a range of affordable housing issues. For example, the WHP has been following proposed legislation that will allow accessory dwelling units (ADUs) to be built by right. Signed into law as part of the state's Affordable Homes Act, this and the MBTA Communities Act bylaw will advance the first of five qualitative goals in the Town's Housing Production Plan 2022-2026: Encourage two-family and community-scale multifamily dwellings and discourage teardowns. Next steps include reviewing, updating, and promoting Wayland's ADU bylaw.

There was no housing summit this year, primarily because the Planning Board and Town Planner had to focus on compliance with the MBTA Communities Act.

There have been some changes in the WHP membership this year: Janot Mendler de Suarez is the new representative-member of the Wayland Interfaith Leaders Association, replacing Jeff Johnson; and Jackie Espiritusanto-Vega is the new School Committee appointee. Jackie also continues as WHP representative to the Wayland Municipal Affordable Housing Trust.

Goals for FY25

Receive award of Low-Income Housing Tax Credits; begin construction of Saint Ann's Senior Village
Seek approval of the Shared Living Facility
Update Accessory Dwelling Unit (ADU) Bylaw to be consistent with the new state law

Respectfully Submitted,
Mary M. Antes, Chair
Wayland Housing Partnership



Municipal Affordable Housing Trust Fund Board

Chair: Michael Staiti
Vice Chair: Jacqueline Espiritusanto-Vega
Secretary: Mary M. Antes

Committee Members:

- Anne Brensley
- Laura Kaplan
- Susan Weinstein

Committee's Purpose and Duties

The Town of Wayland Municipal Affordable Housing Trust Fund (Trust) provides for the creation and preservation of affordable housing in the Town of Wayland (Town) for the benefit of low- and moderate-income households and for the funding of community housing, as defined in and in accordance with the provisions of MGL c. 44B (the Community Preservation Act, or CPA), in the Town. Trustees include representatives of the Select Board (SB), Planning Board, Wayland Housing Authority (WHA), and Wayland Housing Partnership (WHP), as well as three at-large members.

Summary of Activities and Accomplishments

During the year ended June 30, 2024, the Trust faced challenges with the development of an additional housing unit at 11 Hammond Road, as our request for proposals for construction did not return any acceptable proposals. The Trustees determined that the best path forward was to issue a revised request for proposals, specifying that the project would be undertaken by a nonprofit organization with support from the Trust. When complete, the unit will be sold to an income-eligible first-time homebuyer. The Trust accepted the proposal submitted by Habitat for Humanity MetroWest/Greater Worcester, which will be moving forward with development.

Other notable activities include the following:

- Continued support to the proposed Good Shepard Parish senior housing development, anticipating construction of 60 rental units for seniors aged 62+ earning less than 60 percent of the area median income. Committed \$250,000 to the project over two years.
- Provided support for extraordinary repairs to an affordable owner-occupied unit under the Homeowner Repairs Assistance Program (HRP).
- Participated in discussions about developing Town-owned properties and about creating a supportive living home in Wayland.

Regarding revenue, the Trust received a disbursement of \$130,670 from the Community Preservation Fund, had \$23,809 in investment income, and is expecting payment of \$10,231 from the Wayland Housing Authority as a percentage of rent per the lease agreement regarding the unit at 11 Hammond Road. The Trust's expenses of \$12,500 included payment of \$5,000 for the annual audit and \$7,500 for homeowner repairs. The Trust ended the year with a balance of \$1,624,023. The Trust's audited financial statements are available on the Town's website or may be requested from the Town's Finance Director, 41 Cochituate Road, Wayland, MA.

Goals for FY25

- Undertake construction of the three-bedroom unit at 12 Hammond Road
- Receive award of Low-Income Housing Tax Credits; begin construction of Saint Ann's Senior Village
- Seek approval of the Supportive Living Facility
- Consider additional strategies to achieve Trust purposes

Respectfully Submitted,
 Michael Staiti, Chair



Veterans' Graves Officer



The Veteran's Graves Officer is established under M G L Chapter 115 Section 9: Care of

The mayor of every city and the selectmen of every town shall appoint a resident of such city or town who shall be a veteran as defined in clause Forty-third of section seven of chapter four, as a veterans' graves officer, for a term to be determined by the appointing authority; provided, however, that said term shall not exceed five years. It shall be the duty of such veterans' graves officer to cause every veteran's grave within such city or town to be suitably kept and cared for. Such care shall include the clearing of weeds and other unseemly growth from said graves; the repairing, replacement and general up-keep of fences around said graves; the raising and repairing of sunken gravestones and markers and other similar services that may be necessary to restore and maintain such graves and their surroundings in an orderly condition. If the cost of such care and maintenance is not paid by private persons, or by the trustees of the cemeteries where any such grave is situated, it shall be paid by the city or town; and cities and towns may appropriate money therefor. Money so appropriated may be expended directly by the city or town or paid over to the trustees or manager of any cemetery where any such grave is situated; but the sum so paid over in any year shall not exceed for each grave the sum charged for the annual care and maintenance of like lots in the same cemetery, or, if no such charge is made in that cemetery, it shall not exceed the sum charged in other cemeteries in the same city or town for like services. In cities and towns where there are cemeteries containing the remains of deceased veterans, such cities and towns shall cause to be placed on such veterans' graves a flag of the United States on every Memorial Day. Upon the approval of the commissioner, compensation for 75 per cent of the cost of such flags, but none of the expenses attending the placement of such flags shall be paid by the commonwealth to the several cities and towns on or before November 10 in the year after such expenditures. In cities and towns where there are cemeteries with mausoleums containing the remains of deceased veterans, each such city or town shall cause to be placed on each mausoleum a suitable plaque with the names of all deceased veterans contained therein, and a flag of the United States shall be suitably placed at each mausoleum on every Memorial Day.



This year, the Veterans Graves Officer supervised the placement by the Girl Scouts of 1400 flags on Veterans graves in the Town's 3 Cemeteries and 1 Private Cemetery from 2023 to 2024. For this reporting period, there were 24 Veterans burials in the Town's Cemeteries. The Veterans Graves Officer worked closely with the Department of Public Works Office, maintaining a database of all veterans that are to be buried in the town's cemeteries, as well as procuring and installing replacement markers for the flags on the graves of the veterans.



Youth Advisory Committee & WaylandCares

The Youth Advisory Committee (YAC) oversees the Youth and Family Services Department (WYFS). This board is comprised of appointees representing the Board of Health, the Board of Selectmen, the School Committee, the Wayland Police, and the Wayland Interfaith Leaders Association. Five categories of services are provided by the department: counseling; consultation; community education and prevention; information and referral; and crisis intervention. After hours emergency coverage is provided by Psychiatric Emergency Services in Framingham.

Therapeutic and Counseling Services

Confidential counseling services are provided free of charge to Wayland youth and their families, and for any youth attending Wayland schools.

Assistant Director and Clinical Supervisor, Kelsey Sanclemente and Clinician, Paije Gandlofi continue to provide consultation to families seeking therapeutic services in Wayland. When appropriate, we will engage in short or long term work with families and individual youth.

Paije is rebuilding her case load after returning from Maternity Leave, while Kelsey has maintained a full case load while purposely leaving appointment space available for consultation(s) families seeking services.

We are currently providing a hybrid model, meeting with families and students at community partners physical spaces, along with reserved confidential spaces at the High School and Middle School. A majority of our clients continue to opt to engage in services via video call/zoom.

Former Assistant Director & Clinical Supervisor, Dossie Kahn maintains a consulting role with Wayland Youth & Family Services, providing group supervision and consultation for clinical staff.

Wayland Youth & Family Services Clinical Team continues to provide group offerings in addition to our individual and family therapeutic services. Current group offerings include our "Youth Together" group, run by Kelsey Sanclemente. This group focuses on improving social skills for Wayland youth:

- Dealing with social challenges
- Anger, stress, sadness, etc.
- Boosting self-confidence
- Building friendships
- Strengthening conversation skills

In the '24-'25 school year, we aim to offer two new groups focusing on healthy relationships and the reduction of social stigmas.

Between July 1, 2023 - June 30, 2024, Wayland Youth & Family Services provided 1066 hours of individual counseling to 88 individual youth. In addition, we provided 46 new families with short term consultation (between 1-4 sessions).

Substance Use

Wayland Youth & Family Services continues to have a strong focus on Substance Use Prevention, Treatment and Intervention. Over the last year we have continued to participate in the MetroWest Substance Use Alliance, DA Ryan's Opioid Taskforce, BSAS MassCall3B Prevention Data Cohort, MetroWest Health Foundation Adolescent Risk Survey, Opioid Settlement Working Group and beyond.

Through community partnerships, we continue to offer education and prevention programming through the Wayland Public Schools, Public Safety and the community at large.

During the '23-'24 school year, we interacted with every Wayland High School Freshman and Senior to provide in-depth education around tobacco prevention, nicotine, vaping, opioids, Narcan training and provide fact based information to both students, parents and staff.



In partnership with the Department of Public Health and Wayland Public Schools, we were able to bring Chris Herren to Wayland to speak to the Wayland High School Students about his struggles with substance use, recovery and leadership. Mr. Herren returned in the evening to provide an impactful presentation for the community at-large about supporting our youth in healthy decision making.

Prevention and Community Education

- Conduct 3 sessions of our EMPOWER Youth Leadership Program.
- Provide internet and technology safety sessions to all Wayland students and their families in grade 3-8.
- Provide community and classroom education around vaping, nicotine addiction, cannabis consumption, opioids and overdose prevention education.
- Work with town departments and community members to form an opioid settlement fund working group.
- Work with a MetroWest Regional Cohort for data collection, sharing and prevention, as part of the BSAS MassCall 3B program.
- Participate in District Attorney Marian Ryan's Opioid Prevention Taskforce.
- Address healthy relationships and domestic violence prevention.
- Implement SBIRT (Screening, Brief Intervention and Referral for Treatment) screenings with all 8th & 10th grade students.
- Participate in the Violence Prevention Task Force.
- Continue working with the White Ribbon Group and the Lincoln/Sudbury/Wayland Domestic Violence Round Table.
- Administer MetroWest Adolescent Health Survey with all WMS and WHS students.
- Provide Middle School Youth Night Out Events.
- Provide a weekly youth leadership and social norms group for Wayland Middle School students.
- Support the Wayland High School SADD chapter.
- Provide social norms, stigma reduction and leadership education for the Wayland High School Winter Week programming.

Departmental Overview

Wayland Youth & Family Services continues to prioritize the mental health of all Wayland residents. Whether we are providing individual or family services, groups, prevention education, community events, resources, or general support; we focus on helping Wayland be the healthier community possible.

In the past year we both welcomed a new member of the Youth & Family Services team and wished other members of the team a fond farewell. We would like to wish our former Youth Outreach Coordinator, Megan Wohlfarth all the best in their pursuits in Veterinary School. We would also like to welcome the newest member of the Youth & Family Services team, with the birth of Clinician, Paije Gandolfi's child.

We look forward to continuing to be a resource for the community of Wayland and providing resources for the community and beyond in the coming year.

For more information visit www.wayland.ma.us/wayland-youth-family-services or call us at 508.358.4293



Cultural Council

Council Members:

- Ashley Fuller
- Lynne Lipcon
- Naresh Mysore
- Pallavi Nagesha
- Dona Mitra
- Jane Purser
- Nora Rothschild
- Rachel Sideman-Kurtz

Student Members:

- Emma Li
- Annabelle Zhang

The **Wayland Cultural Council** is part of a network of 329 Local Cultural Councils (LCCs) serving all 351 towns in the Commonwealth. The state legislature provides an annual appropriation to the Massachusetts Cultural Council (MCC), a state agency which then allocates funds to LCCs to distribute through a grant, funding community-based projects in the arts, sciences, and humanities.

In FY2024, the Wayland Cultural Council was given an allocation of \$6,700. The Council received 31 grant applications totaling \$21,000. Because of additional funding left over from FY23, the Council awarded grants to 14 applicants totaling \$11,260. Whereas the state allows the council to utilize up to 20% of the allocation, the Council granted itself \$1,340 making it the 15th “applicant” listed below. The Council may also retain 5% of the allocation for administrative costs and that amount was \$335. Grant recipients included the following:

Boyle, Nancy	Free drawing time for teens
Discovery Museum, Inc.	Open Door Connections
Gargano, Emma	Girl Scout Gold Award Culture Celebrations
Massachusetts Educational Theater Guild, Inc.	The Massachusetts High School Drama Festival
Mysore, Seema	Golden Anklets
Sanchez, Laura	Flamenco in Wayland
The PASS Project	Wayland Wellness Community Challenge
Wayland Chinese American Association	Lunar New Year Celebration
Wayland Concert Series, Inc.	Classical Concert Series
Wayland Council on Aging	Summer Community Concert Series
Wayland Free Public Library	Storytime Quintet performs Peter and the Wolf
Wayland High School Robotics Club	Wayland High School Robotics Club
Wayland Historical Commission	Signal Cabinet Historical Wrap
Wayland Human Rights, Diversity, Equity and Inclusion Committee	Wayland Multicultural Festival



Human Rights, Diversity, Equity and Inclusion Committee

Chair: Yamini Ranjan followed by Karen Blumenfeld
Vice Chair: Karen Blumenfeld followed by rotating members
Secretary: Jessica Schendel

Committee Members:

- Mary Ann Borkowski
- Mei-Ling Ellerman
- Carlin Gruber
- Eunjee Kang
- Janot Mendler de Suarez
- Heather Pineault
- Maya Raj
- Kanmani Sekhar
- Yauwu Tang
- Chloe Voight.

Ex-Officio:

- John Bugbee (*Former*) Assistant Town Manager

Committee's Purpose and Duties

The HRDEIC serves in an advisory role to the Select Board. Its charge is to strive to ensure that all persons enjoy the equal opportunity to participate in all local affairs, free from discrimination, disrespect, bigotry, and other forms of microaggressions, macroaggressions, hatred and oppression. The Committee's primary duties are underlined below.

Summary of Activities and Accomplishments in FY 24 (July 1, 2023-June 30, 2024)

1. Create action plans and periodically conduct equity assessments

- Successfully advocated for the Select Board to fund a town-wide equity assessment, including hiring a 'thought partner' to help conceptualize and advance the project. Worked with the Town to vet potential 'thought partners' and select Dr. Eden Reneé-Hayes. Worked with Dr. Hayes and the Town to draft an RFP, create a bid review team, review bids, and select Dr. Damon A. Williams/Center for Strategic Diversity Leadership and Social Innovation to conduct the assessment.

2. Serve as a portal for community members' concerns, complaints or questions

- Successfully worked with the Chief of Police to make responding to community members' reports of hate or discrimination part of the job description for the new town social worker.
- Invited the U.S. Department of Justice [Community Relations Service](#) (CRS) to partner with the HRDEIC and Select Board on the *SPIRIT of Community Workshop* (4/28/24), a community-wide day of dialogue. Coordinated a group of 20 volunteers to plan the workshop. Drew 70 community members and leaders to the workshop, representing wide-ranging stakeholders, to build community, identify concerns, and propose solutions. Elicited strong volunteer engagement: 15 residents volunteered to be trained by CRS and serve as workshop facilitators and notetakers; 18 residents and community leaders volunteered to serve on a Wayland SPIRIT Council to advance the ideas generated by workshop participants. ([SPIRIT Final Report](#); [Press Release](#).)

3. Recommend resolutions, policies, programs and initiatives to promote diversity, inclusion, awareness and anti-discrimination

- Issued a [public statement](#) (10/27/23) to our community members affected by the conflict in the Middle East.
- Issued a [public statement](#) (11/15/23) on anti-Semitic graffiti.
- Invited Katherine Provost and Rachel Bratt, Wayland Housing Partnership, to give a [presentation](#) on fair housing (5/21/24).

4. Promote an understanding of diverse cultures within the Town

- Hosted and led a group of 16 volunteers to plan Wayland's Second Community Multicultural Festival (6/2/24). Organized performances, activities, exhibitions, and food offerings highlighting traditions, customs, and flavors of the many cultures in Wayland. Secured funding from the Town, The Village Bank, and Wayland/MA Cultural Council. Recruited 19 local co-sponsors, and many local businesses and volunteers. ([Program](#). [Press Release](#).)



- Co-sponsored the Arts Wayland Expo (5/19/24) and hosted a table at the event.
- Co-sponsored lectures at the Wayland Free Public Library: "[Never: a civil rights story](#)" with author Joel F. Johnson, and "[A closer look at the Massachusetts flag and seal](#)" with David Detmold.
- Featured Pride posters on Town signboards during Pride Month, for the third year.

5. Serve as a resource to the Select Board concerning issues that challenge any individual or group's enjoyment of their basic human rights in the Town

- See #1, Equity Assessment
- Endorsed a petitioner's article to change the MA flag and seal which feature a disembodied arm holding a sword over a Native American's head. Secured unanimous Select Board endorsement. The article was overwhelmingly approved at Town Meeting.

6. Collaborate with representatives from historically marginalized groups

- See #4, Multicultural Festival.
- Co-sponsored the Wayland Chinese American Association's Lunar New Year Celebration.

7. Collaborate with other towns' human rights committees

- An HRDEIC representative attended monthly meetings of the MA Human Rights Coalition, bringing ideas from other communities to Wayland, including the equity assessment and SPIRIT Workshop.

8. Encourage citizen attendance at panels, meetings, conferences, celebrations, or other events

- See #2, SPIRIT Workshop, and #4, Multicultural Festival.
- Won a \$5,000 Sudbury Foundation grant to provide two trainings:
 - *Domestic Violence and Coercive Control* (1/27/24), featuring Dr. Lisa Fontes, was for HRDEIC members, community members and residents of neighboring towns ([Video](#)).
 - *Serving with Sensitivity: Enhancing Police Response to Hate Crimes and Incidents*, was the first of a two-part workshop (5/15/24) featuring Dr. Eden-Reneé Hayes. Part 1 was for the Police Departments in Wayland and neighboring towns and the HRDEIC. Part 2, [Empowering Allies: Responding to Hate Crimes and Incidents](#), was for HRDEIC members and community members.
- Co-sponsored an educational program with the Hingham Unity Council on *Social Media and Rising Extremism* featuring Wayland resident and Brandeis Professor Dr. Sabine von Mering (12/12/23). ([Video](#))
- Encouraged participation in events through Facebook and the Town Website.

9. Prepare reports on diversity initiatives or relationships, including on police relations, to cultivate and encourage an atmosphere of mutual understanding and harmonious intergroup relationships

- See #8, Sudbury Foundation grant.
- Co-sponsored a Community Safety Meeting (9/17/23) with the Wayland Police Department ([excerpt of Police Chief Burman's presentation](#)).

Goals for FY25

- Promote and support Equity Assessment
- Plan 2025 Community Multicultural Festival
- Collaborate with SPIRIT Council
- Partner with other entities to promote diversity, equity, inclusion, belonging, and justice
- Develop strategies to encourage historically marginalized groups to participate in Town committees and boards and Annual Town Meeting
- Advocate for fair housing
- Enhance the committee's website and Facebook presence

We thank the Select Board and Town Manager for their financial support for the equity assessment, Community Multicultural Festival, and SPIRIT of Community Workshop. We are grateful to John Bugbee for his steadfast support of our work. Special appreciation to Kelsi Power-Spirlet, Jailyn Bratica and Robbie Bullard for sustaining us with their help.

Respectfully Submitted,
Karen Blumenfeld, Chair
Human Rights, Diversity, Equity and Inclusion Committee



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
SPECIAL TOWN MEETING
WEDNESDAY, DECEMBER 6, 2023
Wayland High School – Auditorium**

Wayland's Special Town Meeting was held on Wednesday, December 6, 2023 in the Wayland High School Auditorium. This Town Meeting was called by petitioners. The petitions were certified by the Town Clerk's Office on November 20, 2023.

The Special Town Meeting was called to order at 6:48 PM by Moderator Miranda Jones and at that time, it was determined the quorum of 100 had been met. Using the electronic poll pads, a total of 361 registered voters checked in for the meeting.

Moderator Jones started the meeting with appreciation for Dennis Berry, former Moderator and for his time of providing her with guidance and wisdom; Town Hall staff Town Manager Michael McCall and his staff, Town Clerk Trudy Reid and her staff, Facilities Director Ben Keefe, the custodians, Department of Public Works Director Tom Holder, Police Chief Ed Burman, Fire Chief Neil McPherson, the members of Select Board and the Finance Committee; the Election Staff for their check in and acting as counter of votes; the time keeper Alessandra Kingsford and Town Counsel Carolyn and Lauren Goldberg of KP Law. Once the petition was submitted and certified, the Town had 45 days to hold this special meeting and the quick action of those names was much appreciated. The coordination of this meeting took many hours, hours away from their normal duties in order to organize, schedule and prepare for this evening.

Moderator Jones continued with the introduction of the Select Board, Finance Committee Town Clerk, Town Manager, Town Counsel and the Timekeeper. She continued with the explanation of the procedural, pro and con microphones. She reminded those attending should they wish to address the Moderator and meeting, they were required to head to the appropriate microphone and state their name and address.

Moderator Jones explained how the voting on the motion would take place. Although the secret ballot vote has not been used often, it will be under the direction of Town Clerk Trudy Reid who is experienced with the process. Moderator Jones continued to explain the use of the yes / no slips and how this process would be more accurate than a voice or show of hand count. Mrs. Jones continued with the process of secret voting, how those attending would be dismissed by sections of the auditorium, what would happen when they approached the town meeting workers, and how the votes would be counted once every one had a chance to vote. Moderator Jones asked for everyone's patience since the process would be longer than the electronic voting everyone has been used to.

Once the housekeeping of the meeting was completed, Moderator Jones proceeded with the article, asking the petitioner to approach the microphone to read the motion.



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
SPECIAL TOWN MEETING
WEDNESDAY, DECEMBER 6, 2023
Wayland High School – Auditorium**

PETITION ARTICLE 1: To see if the Town will appropriate from available funds the money necessary to satisfy the salary contract obligations for members of the Wayland Teachers for the 2023-2025 contract, or take any action relative thereto.

Pursuant to Town Code 36-3 (A), the original Petitioners Article was amended by Petition to revise the above language to: The Meeting will be to determine whether the Town will vote to transfer available funds from the Unclassified: Reserve for Salary Settlement FY24 and to authorize the Town Accountant to allocate said sums to and among the personnel and line items affected thereby in such amounts as are proper and required. This transfer is for the purpose of funding FY24, the first year of the collective bargaining agreements for the period July 1, 2023 through June 30, 2024 reached between the Wayland Teachers Association (WTA), Wayland Educational Secretaries Association (WESA) and the Wayland School Committee.

ACTION: Moderator Jones asked the Petitioner if the motion was different from the warrant, the petitioner replied in the affirmative. Petitioner Ilana Wyner, made the motion, to see if the Town will vote accept provisions of Article 1:

- a) Transfer the sum of \$994,664 from FY2024 budgeted Unclassified: Reserve for Salary Settlement account for the purpose of funding the first year of the collective bargaining agreement reached between the Town of Wayland School Committee and the Wayland Teachers Association for the period of July 1, 2023 through June 30, 2026;
- b) That the Town vote to transfer the sum of \$194,460 from FY2024 budgeted Unclassified: Reserve for Salary Settlement account for the purpose of funding the first year of the collective bargaining agreement reached between the Town of Wayland School Committee and the Wayland Educational Secretaries' Association for the period of July 1, 2023 through June 30, 2026;
- c) Further, to authorize the Town Accountant to allocate said amounts to be distributed to and among the department personnel and line items affected thereby in such amounts as are proper and required.

The motion was 2nd. Mrs. Jones asked Ms. Wyner if she wanted to speak to her motion. Ms. Wyner wanted to address some of the questions surrounding the article over the last several weeks. These questions included: 1) were the school committee and the town aware that the unions would be calling a Special Town Meeting; 2) Why do we need the COLA adjustment now; 3) does this set precedent for



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
SPECIAL TOWN MEETING
WEDNESDAY, DECEMBER 6, 2023
Wayland High School – Auditorium**

future unions to call a special town meeting; 4) what does this mean for teachers and the support staff if this does not pass. Ms. Wyner took several minutes to address each one. Once finished, the timekeeper announced Ms. Wyner took 4:45 minutes.

Select Board member Thomas Fay addressed the meeting with his comments, which was shared by the Select Board as a whole. His comments included their support for Wayland's teachers and staff, and the collective bargaining process. Mr. Fay continued to state the opposition to the article – the clearly stated agreed upon contract between the school committee and the teacher's union, the cost of the special town meeting, and the inefficiency it caused town government. Mr. Fay stated the Select Board's objection is really of the process, not a reflection on the board's lack of support of the union, or the teachers and the staff.

At the completion of the statement from Mr. Fay, Moderator Jones opened the debate of the Citizens Petition Article at 7:15 PM. Many residents approached one or the other microphones with their comment and concerns, and questions of the Finance Director, Town Manager, Finance Committee and the School Committee. When questions were asked of the Finance Committee, Town Manager, Finance Director and/or the School Committee, the questions/concerns were address appropriately. After about 30 minutes of the debate, Mr. Steve Glovsky approached the microphone and made an amendment to Article 1. The amendment was to delete A – transfer of the sum \$994,664 from the motion, in order for the motion to only include B – the transfer of the sum of \$194,460 and C – to authorize the Town Accountant to allocate said amounts. Once the amended motion was made, there was a 2nd, and Mrs. Jones invited the town meeting members to debate the amendment. Several residents took to the microphones to make their comments, and seeing no further debate, Moderator Jones called for a vote on the amendment. Before the Moderator could call for the secret vote, Town Counsel Lauren Goldberg advised the Moderator a show of voter cards could be used for the amendment vote. Moderator Jones shared the advice of the Town Counsel and by a show of cards, the Moderator took a vote on whether or not to use the secret vote process on the amendments. By a show of voter cards, the voting process of not to use a secret ballot vote on the amendment passed unanimously. Ms. Jones repeated the amended motion and by a show of voter cards, the amendment failed by a majority.

After much discussion, it was determined the allotted time had passed to discuss/debate an article. Moderator Jones called for a vote on the main motion. At this time, Moderator Jones explained the process of how everyone would be invited to vote by secret ballot. Once all the voting was complete,



**TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
SPECIAL TOWN MEETING
WEDNESDAY, DECEMBER 6, 2023
Wayland High School – Auditorium**

the Town Meeting workers went to the stage to proceed with counting the yes/no slips. Once this was completed, the Town Meeting workers gave the tallied votes to the Town Clerk, who in turn shared the votes with the Moderator. Ms. Jones asked everyone to return to their seats so she could announce the vote.

By a secret ballot vote, Ms. Jones declared the motion passed – Yes - 239 / No - 116. Ms. Jones declared the motion carries and disposed of the article.

Moderator Jones asked for a motion to adjourn the meeting, which was 2nd. Moderator Jones declared the motion carried and adjourned the Special Town Meeting for December 6, 2023.

ATTEST:


Trudy L. Reid, Town Clerk



COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH

WARRANT FOR PRESIDENTIAL PREFERENCE PRIMARIES

SS.

To the Constables of the Town of Wayland

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said town who are qualified to vote in Primaries to vote at


Precincts 1 & 4 – Wayland Town Building / Precincts 2 & 3 – Wayland Middle School

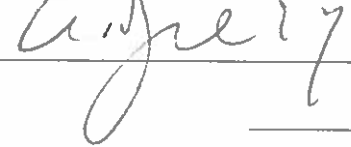
on **TUESDAY, THE FIFTH DAY OF MARCH, 2024**, from 7:00 A.M. to 8:00 P.M. for the following purpose:


To cast their votes in the Presidential Primaries for the candidates of political parties for the following offices:


PRESIDENTIAL PREFERENCE	FOR THIS COMMONWEALTH
STATE COMMITTEE MAN	MIDDLESEX & WORCHESTER DISTRICT
STATE COMMITTEE WOMAN	MIDDLESEX & WORCHESTER DISTRICT
TOWN COMMITTEE	TOWN OF WAYLAND

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting. Given under our hands this 26 day of February, 2024.










Select Board Members for the Town of Wayland

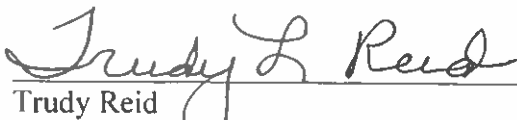
And you are directed to serve this warrant by posting true and attested copies thereof at the Wayland Town Building, Cochituate Fire Station or the Cochituate Post Office, Wayland Public Library and the Happy Hollow School, said copies to be posted not less than seven (7) days before the time of said election.



Constable Signature

2/27/24
Date

A true attest copy:



Trudy Reid
Town Clerk
Town of Wayland

Warrant must be posted by **February 27, 2024**, (at least *seven days prior* to the **March 5, 2024**, Presidential Preference Primary).

Wayland Presidential Primary	OFFICIAL RESULTS	March 5, 2024
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WAYLAND TOTALS	TOTAL	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4
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Presidential Preference - DEM					
DEAN PHILLIPS	78	20	17	24	17
JOSEPH R BIDEN	1,771	508	393	403	467
MARIANNE WILLIAMSON	36	8	9	8	11
NO PREFERENCE	113	38	41	18	16
	0	0	0	0	0
	0	0	0	0	0
WRITE-IN	22	4	7	7	4
TOTAL VOTES	2,020	578	467	460	515
OVERVOTES	1	1	0	0	0
UNDervOTES	6	1	2	3	0
BLANKS	7	2	2	3	0
VOTES + BLANKS	2,027	580	469	463	515

State Committee Man - Middlesex/Worcester District - DEM					
JAMES B ELDRIDGE	1,568	430	376	374	388
	0	0	0	0	0
	0	0	0	0	0
WRITE-IN	10	4	3	2	1
TOTAL VOTES	1,578	434	379	376	389
OVERVOTES	5	2	0	0	3
UNDervOTES	444	144	90	87	123
BLANKS	449	146	90	87	126
VOTES + BLANKS	2,027	580	469	463	515

State Committee Woman - Middlesex/Worcester District - DEM					
KARA M LE TREIZE	1,530	420	364	362	384
	0	0	0	0	0
	0	0	0	0	0
WRITE-IN	10	4	1	4	1
TOTAL VOTES	1,540	424	365	366	385
OVERVOTES	97	0	0	97	0
UNDervOTES	390	156	104	0	130
BLANKS	487	156	104	97	130
VOTES + BLANKS	2,027	580	469	463	515

Town Committee Group Wayland - DEM					
GROUP	1,228	352	266	302	308
TOTAL VOTES	1,228	352	266	302	308
OVERVOTES	0	0	0	0	0
UNDervOTES	799	228	203	161	207
BLANKS	799	228	203	161	207
VOTES + BLANKS	2,027	580	469	463	515

Town Committee Wayland - DEM					
ANN BAKER	1,303	380	283	311	329
JUDY HUAN-PING LING	1,315	382	283	320	330
ALLYSON JUSTINE PELLER	1,274	364	271	316	323
BETTY J SALZBERG	1,304	380	285	315	324
STEVEN PAUL KLITGORD	1,264	368	268	307	321
ELAINE K DONNELLY	1,282	371	274	314	323
JACQUELINE CLAIRE DUCHARME	1,305	367	299	312	327
PHYLLIS JEAN MILBURN	1,330	390	291	317	332
STAS GAYSHAN	1,285	372	277	308	328
STEPHEN GARONE	1,317	369	300	321	327
ADAM GARRETT GUTBEZAH	1,300	370	285	313	332
MATTHEW MARTIN SHEAR	1,309	374	283	325	327
NORA E ROTHSCHILD	1,294	374	283	313	324
JOAN BLAIR	1,305	375	277	312	341
RALPH T DEVLIN	1,289	365	283	321	320
JOANNE T M BERRY	1,351	374	312	326	339
FRANCINE SASSO	1,287	371	280	312	324
PAUL FRANCIS DOERR	1,300	374	281	317	328
LOIS DOERR	1,305	374	289	315	327
KIMBERLY E WINTER	1,270	366	271	307	326
KRISTOPHER ALEKSOV	1,257	357	271	309	320
BONNIE LYNN GOSSELS	1,367	398	303	319	347
ELAINE F GOSSELS	1,363	394	304	320	345
WERNER FRANZ GOSSELS	1,351	392	298	317	344
J MICHAEL GILBREATH	1,273	360	274	311	328
HOPE G PODELL	1,273	365	278	311	319
SABINE von MERING	1,300	373	286	319	322
JEFFREY NEIL CARP	1,281	372	273	311	325
PATRICIA J BERENSON	1,279	365	276	309	329
STEPHANIE ABIGAIL WONDERLY	1,283	366	289	310	318

Wayland Presidential Primary	OFFICIAL RESULTS	March 5, 2024
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WAYLAND TOTALS	TOTAL	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4
SUSAN SMITH HAGER	1,290	364	281	323	322
RODNEY J HAGER	1,271	362	271	317	321
JANET LINDA LILIENTHAL	1,269	365	273	312	319
KELLY LENORE KROWNE	1,321	371	288	331	331
SHEILA J LOAYZA	1,272	367	277	312	316
TOTAL VOTES	45,439	13,031	9,917	11,033	11,458
OVERVOTES	0	0	0	0	0
UNDervOTES	25,506	7,269	6,498	5,172	6,567
BLANKS	25,506	7,269	6,498	5,172	6,567
VOTES + BLANKS	70,945	20,300	16,415	16,205	18,025

WAYLAND TOTALS	TOTAL	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4
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Presidential Preference - REP					
CHRIS CHRISTIE	22	8	3	6	5
RYAN BINKLEY	3	0	1	1	1
VIVEK RAMASWAMY	4	2	0	0	2
ASA HUTCHINSON	5	2	1	0	2
DONALD J TRUMP	382	110	118	76	78
RON DESANTIS	11	3	4	2	2
NIKKI HALEY	856	258	181	160	257
NO PREFERENCE	21	10	5	3	3
	0	0	0	0	0
	0	0	0	0	0
WRITE-IN	4	3	0	0	1
TOTAL VOTES	1,308	396	313	248	351
OVERVOTES	1	0	0	0	1
UNDERVOTES	1	0	0	1	0
BLANKS	2	0	0	1	1
VOTES + BLANKS	1,310	396	313	249	352

State Committee Man - Middlesex/Worcester District - REP					
DAVE H LUNGER	684	210	156	140	178
	0	0	0	0	0
	0	0	0	0	0
WRITE-IN	14	5	1	6	2
TOTAL VOTES	698	215	157	146	180
OVERVOTES	1	1	0	0	0
UNDERVOTES	611	180	156	103	172
BLANKS	612	181	156	103	172
VOTES + BLANKS	1,310	396	313	249	352

State Committee Woman - Middlesex/Worcester District - REP					
CAROLINE STEWART CUNNINGHAM	642	195	151	123	173
DOROTHY BISSON	65	17	14	23	11
	0	0	0	0	0
	0	0	0	0	0
WRITE-IN	9	5	0	3	1
TOTAL VOTES	716	217	165	149	185
OVERVOTES	1	1	0	0	0
UNDERVOTES	593	178	148	100	167
BLANKS	594	179	148	100	167
VOTES + BLANKS	1,310	396	313	249	352

Town Committee Group Wayland - REP					
GROUP	485	141	105	99	140
TOTAL VOTES	485	141	105	99	140
OVERVOTES	0	0	0	0	0
UNDERVOTES	825	255	208	150	212
BLANKS	825	255	208	150	212
VOTES + BLANKS	1,310	396	313	249	352

Town Committee Wayland - REP					
VIRGINIA A GARNER	579	167	129	120	163
GEORGE E GARDNER	557	159	126	113	159
ALAN OAKELY VOGT	603	176	136	124	167
JOHN TOTO	581	159	144	113	165
DEBORAH A TOTO	575	165	139	111	160
BEVERLY ELLIS	1	1	0	0	0
KURT UPTON	1	1	0	0	0
MAT GILL	1	1	0	0	0
GEORGE CORUGEDO	1	1	0	0	0
ALAN DAYNES	1	1	0	0	0
SUSAN POPE	1	1	0	0	0
LARRY KIERNAN	1	1	0	0	0
JOHN HART	1	0	1	0	0
MICHAEL SPELMAN	1	0	1	0	0
JIM MEDEIROS	1	0	0	0	1
MONTGOMERY LEWIS	1	0	0	0	1
HAMILTON YATES	1	0	0	0	1
DEBRA BELL	1	0	0	0	1
SEAN FAIR	1	0	0	0	1
CHUCK LARSEN	1	0	0	0	1
TONY PAZOLLI	1	0	0	0	1
MARISOL TABARES	1	0	0	0	1
LENORE WARDLE	1	0	0	0	1
DEBBIE TOFIAS	1	0	0	0	1
MATT SHEAR	1	0	0	0	1

Wayland Presidential Primary	OFFICIAL RESULTS	March 5, 2024
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WAYLAND TOTALS	TOTAL	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4
STEVEN GLOVSKY	1	0	0	0	1
WRITE-IN	5	2	1	2	0
TOTAL VOTES	2,921	835	677	583	826
OVERVOTES	0	0	0	0	0
UNDervOTES	42,929	13,025	10,278	8,132	11,494
BLANKS	42,929	13,025	10,278	8,132	11,494
VOTES + BLANKS	45,850	13,860	10,955	8,715	12,320

WAYLAND TOTALS	TOTAL	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4
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Presidential Preference - LIB					
JACOB GEORGE HORNBERGER	0	0	0	0	0
MICHAEL D RECTENWALD	0	0	0	0	0
CHASE RUSSELL OLIVER	3	0	0	0	3
MICHAEL TER MAAT	1	0	1	0	0
LARS DAMIAN MAPSTEAD	1	0	1	0	0
NO PREFERENCE	8	1	2	3	2
	0	0	0	0	0
	0	0	0	0	0
WRITE-IN	4	2	0	2	0
TOTAL VOTES	17	3	4	5	5
OVERVOTES	0	0	0	0	0
UNDervOTES	1	0	1	0	0
BLANKS	1	0	1	0	0
VOTES + BLANKS	18	3	5	5	5

State Committee Man - Middlesex/Worcester District - LIB					
WALTER J ZIOBRO	11	0	4	3	4
	0	0	0	0	0
	0	0	0	0	0
WRITE-IN	0	0	0	0	0
TOTAL VOTES	11	0	4	3	4
OVERVOTES	0	0	0	0	0
UNDervOTES	7	3	1	2	1
BLANKS	7	3	1	2	1
VOTES + BLANKS	18	3	5	5	5

State Committee Woman - Middlesex/Worcester District - LIB					
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
WRITE-IN	2	1	0	0	1
TOTAL VOTES	2	1	0	0	1
OVERVOTES	0	0	0	0	0
UNDervOTES	16	2	5	5	4
BLANKS	16	2	5	5	4
VOTES + BLANKS	18	3	5	5	5

Town Committee Wayland - LIB					
	0	0	0	0	0
	0	0	0	0	0
	0	0	0	0	0
WRITE-IN	8	0	7	0	1
TOTAL VOTES	8	0	7	0	1
OVERVOTES	0	0	0	0	0
UNDervOTES	172	30	43	50	49
BLANKS	172	30	43	50	49
VOTES + BLANKS	180	30	50	50	50

REGISTERED VOTERS	10,525
PRESIDENTIAL PRIMARY VOTERS	3,355
VOTER TURNOUT	31.9%

FOOTNOTES:

FOR RACES WITH WRITE-INS:

- TOWN COMMITTEE ALLOWS FOR 35 POSITIONS FOR DEM AND REP, 10 FOR LIB. DEM WAS A FULL LIST ON BALLOT, BUT REP HAD MANY OPENINGS SO INDIVIDUAL VOTE WRITE-INS ARE INCLUDED. FINAL MEMBERSHIP WILL BE MANAGED BY THE TOWN COMMITTEES.
- INDIVIDUALS NOT ON THE BALLOT THAT RECEIVED SIGNIFICANT VOTES ARE ADDED TO THE SUMMARY SHEET
- OTHER WRITE-INS ARE INCLUDED IN THE REMAINING WRITE-IN TOTAL FOR EACH RACE - IN THESE CASES THERE ARE MANY NAMES WITH ONLY A FEW VOTES CAST FOR EACH NAME.



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778
1-508-358-3630/3631 Town Clerk's Office
Trudy L. Reid, CMMC – Town Clerk
Terry Mansfield – Assistant Town Clerk

SERVICE OF WARRANT RETURN

2024 ANNUAL TOWN ELECTION AND ANNUAL TOWN MEETING

This is to certify that on April 26, 2024, Warrants for the Annual Town Election on May 7, 2024, the Annual Town Meeting to be held on May 13/14, 2024, was posted accordingly in the following locations: Town Building and at the public library in Wayland Center, at the Cochituate Fire Station or Cochituate Post Office and at the Happy Hollow School in accordance with The Town of Wayland Code, Chapter 36, Section 36-2.

A true copy, Attest:

Trudy L. Reid
Town Clerk

William E. Pickett, Jr
Constable

April 26, 2024
Date

WAYLAND TOTALS		TOTAL	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4
SELECT BOARD (2)						
CAROL B MARTIN	909	297	219	187	206	
DOUGLAS A LEVINE	842	299	177	152	214	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	13	1	3	3	6	
TOTAL VOTES	1,764	597	399	342	426	
OVERVOTES	2	0	2	0	0	
UNDERVOTES	398	115	115	86	82	
BLANKS	400	115	117	86	82	
VOTES + BLANKS	2,164	712	516	428	508	
BOARD OF HEALTH (2)						
ROBERT DEFRANCESCO	867	300	206	167	194	
BRETT ANDREW MORDAS	832	284	194	157	197	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	2	0	2	0	0	
TOTAL VOTES	1,701	584	402	324	391	
OVERVOTES	0	0	0	0	0	
UNDERVOTES	463	128	114	104	117	
BLANKS	463	128	114	104	117	
VOTES + BLANKS	2,164	712	516	428	508	
BOARD OF ASSESSORS (2)						
ZACHARIAH L VENTRESS	836	298	186	160	192	
DOUGLASS MITCHELL MCNEILLY	850	282	211	160	197	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	2	1	0	1	0	
TOTAL VOTES	1,688	581	397	321	389	
OVERVOTES	132	130	2	0	0	
UNDERVOTES	344	1	117	107	119	
BLANKS	476	131	119	107	119	
VOTES + BLANKS	2,164	712	516	428	508	
PLANNING BOARD (1)						
ROBIN G BORGESTDT	901	303	216	173	209	
	0	0	0	0	0	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	2	2	0	0	0	
TOTAL VOTES	903	305	216	173	209	
OVERVOTES	2	1	0	1	0	
UNDERVOTES	177	50	42	40	45	
BLANKS	179	51	42	41	45	
VOTES + BLANKS	1,082	356	258	214	254	
PLANNING BOARD ASSOCIATE MEMBER (1)						
PHYLLIS ARLENE DININIO	898	308	211	172	207	
	0	0	0	0	0	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	1	0	0	1	0	
TOTAL VOTES	899	308	211	173	207	
OVERVOTES	3	1	1	0	1	
UNDERVOTES	180	47	46	41	46	
BLANKS	183	48	47	41	47	
VOTES + BLANKS	1,082	356	258	214	254	
RECREATION COMMISSIONER (2)						
DAVID B PEARLMAN	844	293	193	162	196	
LESLEY BOYCE STEWART	839	285	196	164	194	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	7	0	5	2	0	
TOTAL VOTES	1,690	578	394	328	390	
OVERVOTES	0	0	0	0	0	
UNDERVOTES	474	134	122	100	118	
BLANKS	474	134	122	100	118	
VOTES + BLANKS	2,164	712	516	428	508	

WAYLAND TOTALS		TOTAL	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4
COMMISSIONER OF TRUST FUNDS 3YRS (1)						
BARRY S ROTHSCHILD	893	307	212	171	203	
	0	0	0	0	0	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	0	0	0	0	0	
TOTAL VOTES	893	307	212	171	203	
OVERVOTES	1	0	0	0	1	
UNDERVOTES	188	49	46	43	50	
BLANKS	189	49	46	43	51	
VOTES + BLANKS	1,082	356	258	214	254	
COMMISSIONER OF TRUST FUNDS 2YRS (1) to fill vacancy						
ROBERT C FOX	908	308	215	175	210	
	0	0	0	0	0	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	0	0	0	0	0	
TOTAL VOTES	908	308	215	175	210	
OVERVOTES	0	0	0	0	0	
UNDERVOTES	174	48	43	39	44	
BLANKS	174	48	43	39	44	
VOTES + BLANKS	1,082	356	258	214	254	
BOARD OF PUBLIC WORKS (2)						
JUDY HUAN-PING LING	833	290	185	166	192	
MICHAEL P SPELMAN	871	301	209	162	199	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	7	0	2	4	1	
TOTAL VOTES	1,711	591	396	332	392	
OVERVOTES	0	0	0	0	0	
UNDERVOTES	453	121	120	96	116	
BLANKS	453	121	120	96	116	
VOTES + BLANKS	2,164	712	516	428	508	
SCHOOL COMMITTEE (2)						
ELIZABETH KENT CULLEN	867	294	202	171	200	
KATHRYN ANNE SAMBUCO	854	299	196	165	194	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	2	0	0	0	2	
TOTAL VOTES	1,723	593	398	336	396	
OVERVOTES	2	0	0	2	0	
UNDERVOTES	439	119	118	90	112	
BLANKS	441	119	118	92	112	
VOTES + BLANKS	2,164	712	516	428	508	
TRUSTEES OF THE PUBLIC LIBRARY 3YR (2)						
GEORGE WINFIELD TREESE	864	291	199	168	206	
CANDACE HETZNER	851	287	204	163	197	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	2	1	0	1	0	
TOTAL VOTES	1,717	579	403	332	403	
OVERVOTES	0	0	0	0	0	
UNDERVOTES	447	133	113	96	105	
BLANKS	447	133	113	96	105	
VOTES + BLANKS	2,164	712	516	428	508	
TRUSTEES OF THE PUBLIC LIBRARY 1YR (1) to fill vacancy						
EMILY A WEINTRAUB	951	321	227	185	218	
	0	0	0	0	0	
	0	0	0	0	0	
	0	0	0	0	0	
WRITE-IN	0	0	0	0	0	
TOTAL VOTES	951	321	227	185	218	
OVERVOTES	1	0	0	0	1	
UNDERVOTES	130	35	31	29	35	
BLANKS	131	35	31	29	36	
VOTES + BLANKS	1,082	356	258	214	254	

REGISTERED VOTERS 10,608
ANNUAL TOWN ELECTION VOTERS 1,082
VOTER TURNOUT 10.2%

Certified by:
Trudy L. Reid
Town Clerk



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Wayland's Annual Town Meeting was held on Monday, May 13 and 14, 2024 in the Wayland High School Field House.

The Annual Town Meeting was called to order at 6:49 PM by Moderator Miranda Jones and at that time, it was determined the quorum of 100 had been met by 102 check-ins.

Moderator Jones began the meeting by informing those in attendance the votes would be taken by using electronic handheld clickers and reviewed the procedures to be used for electronic voting. Ms. Jones introduced those sitting in the front of the gym to include the Select Board, Finance Committee, Town Manager Michael McCall, Town Clerk Trudy Reid and time keeper, Alessandra Kingsford. State Representative David Linsky was also introduced from where he was sitting.

To get everyone comfortable with electronic voting, Moderator Jones started with a test question. Hearing no questions on the voting method, Ms. Jones seemed satisfied everyone was comfortable with the handheld clickers. Next, Mrs. Jones showed the return of service confirming the Town Meeting warrant was properly served.

Ms. Jones explained that many of the articles would be adopted under the Abbreviated Presentation Procedure. Specifically, of the articles, presented by the Select Board and other Town Boards and Committees would not require a second to their respective motions due to the fact that each Board previously had voted at their respective properly posted meeting to allow the article to appear on the warrant.

Ms. Jones wanted to start off the meeting with the Public Ceremonies Committee. She asked that Richard Turner approach the podium for his presentation.

Monday, May 13, 2024 – 1st night of the meeting, 240 were in attendance
Tuesday, May 14 2024 – 2nd night of the meeting, 427 were in attendance
After continuing the meeting of Monday, May 13, 2024, the meeting officially adjourned
Tuesday, May 14, 2024 at 10:46 PM



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 1. Recognize Citizens and Employees for Particular Service to the Town

Proposed by: Select Board

To determine whether the Town will recognize the achievements and contributions to Town government of citizens and employees:

1. To recognize citizens who have served in a volunteer capacity on elected and/or appointed boards, committees, and commissions for a minimum of 25 years (service need not be consecutive);
2. To recognize employees who have retired since the previous Annual Town Meeting or intend to retire prior to June 30, 2024, subject to a minimum of 20 years of service;
3. To request Town Meeting observe a moment of silence in memory of elected or appointed volunteers, employees with at least 10 years of service, or an employee while in service to the Town without regard to tenure who shall have passed away since the adjournment of the 2023 Annual Town Meeting.

The following citizen is recognized for her extensive service to the Town:

Cherry Karlson	28 years	Finance Committee, Finance Committee Appointing Board, Municipal Affordable Housing Trust, Select Board
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The following town and school employees have retired since the 2023 Annual Town Meeting or will retire before June 30, 2024 and have or will have served the Town for over 20 years:

Margaret Amendola	Teacher	22 years
Mary Barber	Teacher	21 years
Laura Callahan-O'Brien	Teacher	30 years
Kelly Calnan	Food Service Manager	25 years
Robert Dorey	Fire Captain	22 years
Gregory Halfpenny	Fire Captain	29 years
Christopher Hanlon	Patrolman	33 years
Marion Haydon	Teacher	30 years
Brian Keaney	Teacher	34 years
Debra Pellerin	Teacher	28 years
Sandra Raymond	Library Director	20 years
Marybeth Sacramone	Teacher-Guidance Counselor	21 years



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

The following elected or appointed volunteers or employees have passed away since the 2023 Annual Town Meeting:

Edwin Rudenauer	April 21, 2023	Firefighter
Ruth Brawerman	April 30, 2023	Teacher
Warren Chafe	May 24, 2023	Teacher
Robert Hennessey	July 12, 2023	Teacher
Franklin Shelton	August 23, 2023	Teacher
Fred Halfpenny	September 19, 2023	Fire Captain
Joseph A. Brown	November 5, 2023	DPW
Patrick J. McGrenra	December 3, 2023	Firefighter
Constance A. Bean	December 18, 2023	Board of Health
Mary Alice Boelter	December 19, 2023	Historic District Commission
Lewis Oxford	January 24, 2024	Teacher
Ellen Vinciulla	January 23, 2024	School Dept -Food Service and Police Dept – Crossing Guard and Matron
Linda Stark	January 25, 2024	Teacher
John (Jack) O'Brien	February 25, 2024	DPW

ACTION: Motion 1: William Whitney, Chair of the Select Board moved this motion to recognize Cherry Karlson for her achievements and contributions to Town government.
Majority Vote - Electronic Vote: Yes – 161 / No – 10

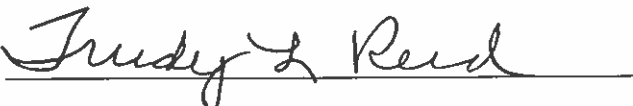
Motion 2: William Whitney, Chair of the Select Board moved this motion to recognize Town and School employees who have retired since the 2023 Annual Town Meeting or will retire before June 30, 2024 and have or will have served the Town for over 20 years.
Majority Vote - Electronic Vote: Yes – 180 / No – 1

Motion 3: William Whitney, Chair of the Select Board moved this motion to observe a moment of silence in remembrance of elected or appointed volunteers or employees with 10 years of service who have passed away since the 2023 Annual Town Meeting. At this time, the Moderator asked for a moment of silence.

Moderator Miranda Jones stated the motions pass. Observing no questions or comments. Ms. Jones disposed of Article 1.

True Attest Copy:

Trudy L. Reid, Town Clerk





TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 2. Pay Previous Fiscal Years Unpaid Bills

Proposed by: Select Board

To determine whether the Town will vote to:

- a. pay the bills of the prior fiscal years,
- b. appropriate a sum of money for the payment of the foregoing bills of prior fiscal years; and
- c. provide for such appropriation by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing, or otherwise.

Fiscal Year 2019 liabilities to be paid using Fiscal Year 2024 appropriations:

Amazon	\$ 993.24	FY24 Town Office Expense Budget
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Fiscal Year 2020 liabilities to be paid using Fiscal Year 2024 appropriations

Amazon	\$ 566.00	FY24 Library Expense Budget
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Fiscal Year 2021 liabilities to be paid using Fiscal Year 2024 appropriations

Amazon	\$ 80.31	FY24 Conservation Expense Budget
Amazon	\$ 1,035.01	FY24 IT Expense Budget

Fiscal Year 2022 liabilities to be paid using Fiscal Year 2024 appropriations

Amazon	\$ 35.69	FY24 IT Expense Budget
Amazon	\$ 10.14	FY24 Library Expense Budget
Amazon	\$ 185.55	FY24 Conservation Expense Budget

Fiscal Year 2023 liabilities to be paid using Fiscal Year 2024 appropriations:

PODS	\$ 348.00	FY24 School Budget
Eagle Leasing	\$ 1,032.00	FY24 School Budget
Eagle Leasing	\$ 119.00	FY24 School Budget
Eagle Leasing	\$ 159.00	FY24 School Budget
RP O'Connell	\$ 640.00	FY24 School Budget
Chargepoint	\$ 265.00	FY24 Facilities Expense Budget

Total	<u>\$5,468.94</u>	
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TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 2. Pay Previous Fiscal Years Unpaid Bills (Cont'd)

The Select Board recommends approval - Vote 5-0-0

The Finance Committee recommends approval - Vote 6-0-0

ACTION: William Whitney, Select Board Chair moved the motion under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

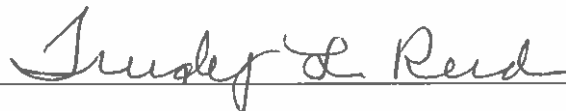
Moderator Jones observing no questions or comments, asked for a vote.

4/5 vote required – Electronic Vote – Yes – 177 / No – 4

Moderator Jones indicated the motion carries and disposed of Article 2.

True Attest Copy:

Trudy L. Reid, Town Clerk







TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
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MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 3. OPEB Funding

Proposed by: Select Board

To determine whether the Town will vote to:

a) appropriate an aggregate amount of \$19,147 to be deposited in the Town's Other Post-Employment Benefits Trust Fund which amount shall be provided by transferring the following sums of money from the enterprise and revolving funds:

1) Food Service	\$ 2,652
2) BASE	\$ 4,485
3) Children's Way	\$ 2,962
4) Water	\$ 6,186
5) Wastewater	\$ 1,315
6) Recreation	\$ 1,547

; and

b) appropriate \$500,000 to be deposited in the Town's Other Post-Employment Benefits Trust Fund; and that said appropriation be provided by taxation.

The Select Board recommends approval - Vote 5-0-0

The Finance Committee recommends approval - Vote 6-0-0

ACTION: Select Board Member Adam Gutbezahl, moved the motion under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Resident Carole Plumb asked the Finance Committee about the payoff date. It was explained that date has been pushed out due to medical costs, and the returns have been less than expected.

Moderator Jones observing no further questions or comments, asked for a vote.

Majority vote required – Electronic Vote – Yes – 169 / No – 13

Moderator Jones indicated the motion carries and disposed of Article 3.

True Attest Copy:

Trudy L. Reid, Town Clerk







TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 4. Enterprise Fund Budgets

Proposed by: Select Board

To determine whether the Town will vote to raise, appropriate, transfer from available funds or borrow a sum of money in the aggregate amount of \$6,206,404 for the operation and expenses of the Water Enterprise Fund, the Wastewater Enterprise Fund and Transfer Station Enterprise Fund as set forth in Article 4 as printed in the 2024 Annual Town Meeting warrant, which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town, with such appropriation being raised in the respective departmental receipts as follows:

- | | |
|---|--------------|
| 1) Water Revenue | \$ 4,726,909 |
| 2) Wastewater Revenue | \$ 736,602 |
| 3) Wastewater Certified Retained Earnings | \$ 200,123 |
| 4) Transfer Station Revenue | \$ 467,770 |
| 5) General Fund Subsidy | \$ 75,000 |

in tipping fees reflects the forecasted expenditures for 2024, which includes an anticipated rate increase in March 2024 when the municipal trash contract expires; and the increase in salaries includes an anticipated cost-of-living increase. The FY25 budget continues to rely upon a \$75,000 Town subsidy to cover an anticipated operating shortfall. It is anticipated this amount will be funded with Free Cash rather than taxation.

The Select Board recommends approval – Vote 3-0-0

The Finance Committee recommends approval – Vote 5-0-0

ACTION: Select Board Member Adam Gutbezahl, moved the motion under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Majority vote required – Electronic Vote – Yes – 173 / No – 9

Observing no questions or comments, the Moderator declared the article passed and disposed of Article 4.

True Attest Copy:

Trudy L. Reid, Town Clerk





TOWN OF WAYLAND
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Wayland High School – Field House

Article 5. Fiscal Year 2025 Revolving Fund Expenditure Limits
Proposed by: Select Board

To determine if the Town will vote to set the following enumerated dollar figures as the total amount to be expended from the respective authorized revolving funds for Fiscal Year 2025, or take any action relative thereto:

- | | |
|--|-------------|
| 1. Council on Aging: | \$34,000 |
| 2. School Department/Professional Development: | \$4,500 |
| 3. School Department/Curriculum: | \$0 |
| 4. Recreation: | \$1,250,000 |
| 5. Recreation Athletic Fields: | \$190,000 |
| 6. Conservation Community Gardens: | \$3,000 |

The Select Board recommends approval - Vote 5-0-0

The Finance Committee recommends approval – Vote - 7-0-0

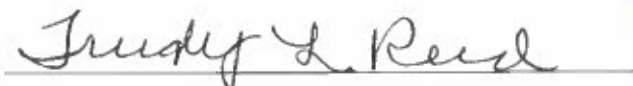
ACTION: Select Board Member Tom Fay, moved the motion under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Majority vote required – Electronic Vote – Yes – 184 / No – 5

Observing no questions or comments the Moderator declared the article passed and disposed of Article 5.

True Attest Copy:

Trudy L. Reid, Town Clerk







TOWN OF WAYLAND
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Article 6. Update Personnel Bylaws and Wage & Classification Plan

Proposed by: Select Board

To determine whether the Town will vote to amend the Code of the Town of Wayland, Chapter 43 -Personnel and the Personnel Wage and Salary Classification Plan previously adopted by the Town to amend the tables as set forth in Appendix B.

ACTION: Carol Martin, Select Board Vice Chair, moved the motion to be adopted under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

The Personnel Board recommends approval - Vote 4-0-1

The Select Board recommends approval – Vote 5-0-0

The Finance Committee recommends approval - Vote 5-0-0

Majority Vote – Electronic voting – Yes – 167 / No – 12

Observing no questions or comments, the Moderator declared the article passed and disposed of Article 6.

True Attest Copy:

Trudy L. Reid, Town Clerk







TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
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Article 7. Fund Union and Non-Union Agreements

Proposed by: Select Board

To determine whether the Town will vote to transfer from the FY24 budgeted Reserve for Salary Settlement account \$534,017 for the purpose of funding FY24, the first year of the collective bargaining agreements for the period of July 1, 2023 through June 30, 2024 reached between the Town of Wayland and a.) Public Employees' Local Union 1116 Custodians and Maintenance; b.) New England Police Benevolent Association, Inc., Local 176; c.) American Federation of State, County and Municipal Employees (AFSCME), Wayland Local 690 – 1 & 2; d.) Wayland Department of Public Works Association, Teamsters Local 170 e.) Wayland Library Staff Association MFT, AFT, AFL-CIO and f.) non-union employees; as follows, said further, that the Finance Director be authorized to distribute such amounts to and among the department personnel and line items affected thereby in such amounts as are proper and required:

a.) Public Employees' Local Union 1116 Custodians and Maintenance	\$160,876
b.) New England Police Benevolent Association, Inc., Local 176	\$ 97,770
c.) AFSCME Local 690 Wayland - 1 & 2	\$ 95,982
d.) Wayland Dept. of Public Works Association, Teamsters Local 170	\$ 61,315
e.) Wayland Library Staff Association MFT, AFT, AFL-CIO	\$ 29,223
Total Union first year Funding Cost	\$445,166
f.) Non-Union Employees	\$ 88,851
Estimated Total first year Funding Cost Transfer	\$534,017

The Select Board recommends approval- Vote: 5-0-0

The Finance Committee recommends approval - Vote: 6-0-0

ACTION: William Whitney, Select Board Chair, moved the motion to be adopted under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Majority Vote – Electronic voting – Yes – 175 / No – 10. Observing no questions or comments, the Moderator declared the article passed and disposed of Article 7.

True Attest Copy:

Trudy L. Reid, Town Clerk Trudy L. Reid



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
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Article 8. Surface Water Quality Budget

Proposed by: Select Board

To determine whether the Town will vote to appropriate funds for the expenses of the Surface Water Quality Committee to be spent under the direction of the Select Board.

The Select Board recommends Approval. Vote: 4-0-0

The Finance Committee recommends approval. Vote: 6-0-0

ACTION: Carol Martin, Select Board Vice Chair, moved the motion to be adopted under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

The Select Board recommends approval - Vote 4-0-0

The Finance Committee recommends approval - Vote 5-0-0

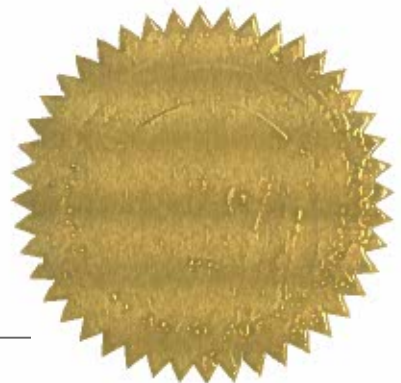
Majority Vote – Electronic voting – Yes – 174 / No – 6

Observing no questions or comments, the Moderator declared the article passed and disposed of Article 8.

True Attest Copy:

Trudy L. Reid, Town Clerk







TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
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Article 9. Special Education Reserve Fund

Proposed by: Select Board

To determine whether the Town will vote to appropriate the sum of \$150,000 to be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing or otherwise to the Special Education Reserve Fund established pursuant to M.G.L. Chapter 40, Section 13E.

The School Committee recommends approval - Vote 4-0-0

The Select Board recommends approval – Vote 3-0-0

The Finance Committee recommends approval – Vote 5-1-0

ACTION: Anne Brensley, Select Board Member, moved the motion to be adopted under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Majority Vote – Electronic voting – Yes – 178 / No – 9

Observing no questions or comments, the Moderator declared the article passed and disposed of Article 9.

True Attest Copy:

Trudy L. Reid, Town Clerk







TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
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MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 10 – Motion 1 Fiscal Year 2025 Omnibus Budget
Proposed by: Finance Committee

To determine what sum of money the Town will appropriate for the operation and expenses of the Town including capital expenses for equipment, improvements or other purposes, and determine whether such appropriation shall be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by borrowing or otherwise.

- 1) “That each and every numbered item set forth in the Finance Committee’s Budget for Fiscal Year 2025 be voted, granted and appropriated as an expenditure for several purposes and uses set forth in said budget establishing a total budget of \$104,324,475 which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town; and, of the total sum so appropriated \$102,853,347 shall be raised by taxation, \$413,494 shall be provided by transfer from Ambulance receipts, \$1,057,634 shall be transfer from other funds.
- 2) “That each and every numbered item set forth in the Finance Committee’s capital budget of Fiscal Year 2025 listed on pages 44-51 in the total amount of \$7,648,447 be appropriated for equipment and vehicle acquisitions and projected for the listed departments, each of which shall be an appropriation, and of the total sum so appropriated, the Treasurer, with the approval of the Select Board, is authorized to borrow \$5,184,577 pursuant to the provisions of Massachusetts General Laws Chapter 44, Sections 7 and 8, \$2,109,661 shall be provided by transfer from Unreserved Fund Balance, \$279,000 shall be provided from Ambulance Receipts, \$75,209 shall be provided from Surplus Capital Accounts.

The Finance Committee recommends approval - Vote 7-0-0

ACTION: Pamela Roman, Chair of the Finance Committee moved for the Town to vote that each and every numbered item set forth in the Finance Committee’s Budget for Fiscal Year 2025 listed on pages 36-43 of the Warrant for the 2024 Annual Town Meeting be voted, granted and appropriated as an expenditure for several purposes and uses set forth in said budget establishing a total budget of \$104,324,475, which sum shall be expended only for the purposes shown under the respective boards, committees and offices of the Town; and, of the total sum so appropriated, \$102,853,347 shall be raised by taxation, \$413,494 shall be provided by transfer from Ambulance receipts, and \$1,057,634 shall be provided by transferring from the following funds:



TOWN OF WAYLAND
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Article 10 – Motion 1

Fiscal Year 2025 Omnibus Budget (Cont'd)

Council on Aging:	\$1,676
Water Fund	\$467,978
Wastewater Fund	\$43,050
Recreation Revolving	\$59,680
Recreation Fields	\$19,716
Transfer Stations	\$0
BASE	\$265,101
Children's Way	\$78,000
Food Service	\$122,433

The motion was seconded. Chair Roman stated the Finance Committee voted unanimously for the FY25 budget, she thanked the Finance Committee, the Town Manager, the Finance Director, the school personnel, Select Board, department heads, board and committees and many residents for their input regarding the budget.

Erin Gibbons, Chair of the School Committee took a few minutes to speak to the budget for the schools. Ms. Gibbons stated the FY25 operating budget represents a 4.94% from FY24, and an increase of 1.4 FTE. For FY25, full day kindergarten will be fully funded using a portion of the Town's American Rescue Plan Act (ARPA) funds, and will be fully incorporated into the school's operating budget for fiscal year 2026. Ms. Gibbons shared her concern that the FY25 budget does not have the capacity to address unanticipated needs that may arise due to the unavailability of typically available funding resources such as the circuit breaker balance and the Special Education prepayment. Ms. Gibbons asked for the town meeting support of the budget, as well as thanking the residents for their continued support of the schools.

Majority to appropriate funds under Massachusetts General Laws Chapter 40, Section 5; majority to transfer funds under Chapter 44, Section 33B; and a 2/3 vote is required to borrow per Massachusetts General Laws Chapter 44, Section 2.

Following the comments of the Finance Committee Chair Roman, and School Committee Chair Gibbons, Moderator Jones proceeded to read through the budget line items. She announced to those in attendance, should anyone have a question regarding a particular line item, to please state hold, and once the budget has been read in its entirety, the questions/concerns would be addressed.

	<u>FISCAL YEAR 2025 BUDGET</u>	ACTUAL FY 2022	ACTUAL FY 2023	APPROVED FY 2024	REQUESTED FY 2025
	SELECT BOARD				
	PURCHASE OF SERVICES	\$36,096	\$54,000	\$52,000	\$43,500
	SUPPLIES	\$0	\$0	\$2,000	\$1,000
1	TOTAL EXPENSES	\$36,096	\$54,000	\$54,000	\$44,500
	TOTAL SELECT BOARD	\$36,096	\$54,000	\$54,000	\$44,500
	TOWN OFFICE				
2	PERSONNEL SERVICES	\$708,169	\$635,017	\$697,302	\$832,157
	PURCHASE OF SERVICES	\$185,228	\$203,428	\$203,039	\$198,500
	SUPPLIES	\$51,944	\$62,147	\$66,168	\$64,768
3	TOTAL EXPENSES	\$237,172	\$265,575	\$269,207	\$263,268
	TOTAL TOWN OFFICE	\$945,341	\$900,592	\$966,509	\$1,095,425
	PERSONNEL BOARD				
4	PERSONNEL SERVICES	\$0	\$17,477	\$17,500	\$15,500
	PURCHASE OF SERVICES	\$17,472	\$25,826	\$21,000	\$19,000
5	TOTAL EXPENSES	\$17,472	\$25,826	\$21,000	\$19,000
	TOTAL PERSONNEL BOARD	\$17,472	\$43,303	\$38,500	\$34,500
	FINANCE				
6	PERSONNEL SERVICES	\$318,186	\$347,022	\$365,007	\$407,108
	PURCHASE OF SERVICES	\$63,505	\$66,352	\$65,864	\$73,365
	SUPPLIES			\$500	\$500
7	TOTAL EXPENSES	\$63,505	\$66,352	\$66,364	\$73,865
	TOTAL FINANCE	\$381,691	\$413,374	\$431,371	\$480,973
	ASSESSOR				
8	PERSONNEL SERVICES	\$202,878	\$207,714	\$259,837	\$309,291
	<u>FISCAL YEAR 2025 BUDGET</u>	ACTUAL FY 2022	ACTUAL FY 2023	APPROVED FY 2024	REQUESTED FY 2025

9	PURCHASE OF SERVICES	\$34,065	\$48,621	\$59,201	\$59,201
	SUPPLIES	\$0	\$2,167	\$2,500	\$2,500
	TOTAL EXPENSES	\$34,065	\$50,788	\$61,701	\$61,701
	TOTAL ASSESSOR	\$236,943	\$258,502	\$321,538	\$370,992
	TREASURER				
10	PERSONNEL SERVICES	\$223,317	\$243,779	\$233,738	\$267,654
	PURCHASE OF SERVICES	\$125,226	\$88,399	\$66,650	\$54,150
	SUPPLIES	\$24,444	\$24,651	\$25,000	\$25,000
11	TOTAL EXPENSES	\$149,670	\$113,050	\$91,650	\$79,150
	TOTAL TREASURER	\$372,987	\$356,829	\$325,388	\$346,804
	TOWN COUNSEL				
	PURCHASE OF SERVICES	\$213,221	\$397,910	\$244,000	\$244,000
	SUPPLIES	\$0	\$0	\$0	\$0
12	TOTAL EXPENSES	\$213,221	\$397,910	\$244,000	\$244,000
	TOTAL TOWN COUNSEL	\$213,221	\$397,910	\$244,000	\$244,000
	INFORMATION TECHNOLOGY				
13	PERSONNEL SERVICES	\$389,697	\$322,703	\$395,081	\$444,550
	PURCHASE OF SERVICES	\$147,509	\$177,412	\$174,000	\$202,000
	SUPPLIES	\$458,309	\$544,646	\$550,350	\$557,343
14	TOTAL EXPENSES	\$605,818	\$722,058	\$724,350	\$759,343
	TOTAL INFORMATION TECHNOLOGY	\$995,515	\$1,044,761	\$1,119,431	\$1,203,893
	TOWN CLERK				
15	PERSONNEL SERVICES	\$139,396	\$154,121	\$222,483	\$240,820
	PURCHASE OF SERVICES	\$42,384	\$68,307	\$54,981	\$105,855
	SUPPLIES	\$1,428	\$550	\$1,304	\$1,300
16	TOTAL EXPENSES	\$43,812	\$68,857	\$56,285	\$107,155
	TOTAL TOWN CLERK	\$183,208	\$222,978	\$278,768	\$347,975
	<u>FISCAL YEAR 2025 BUDGET</u>	ACTUAL FY 2022	ACTUAL FY 2023	APPROVED FY 2024	REQUESTED FY 2025

CONSERVATION					
17	PERSONNEL SERVICES	\$207,282	\$235,392	\$252,375	\$285,292
	PURCHASE OF SERVICES	\$48,569	\$31,181	\$39,050	\$41,130
	SUPPLIES	\$6,433	\$18,574	\$17,550	\$18,300
18	TOTAL EXPENSES	\$55,002	\$49,755	\$56,600	\$59,430
	TOTAL CONSERVATION	\$262,284	\$285,147	\$308,975	\$344,722
PLANNING					
19	PERSONNEL SERVICES	\$90,852	\$74,261	\$106,781	\$122,040
	PURCHASE OF SERVICES	\$2,082	\$2,954	\$6,300	\$6,300
	SUPPLIES	\$0	\$0	\$200	\$200
20	TOTAL EXPENSES	\$2,082	\$2,954	\$6,500	\$6,500
	TOTAL PLANNING	\$92,934	\$77,215	\$113,281	\$128,540
FACILITIES					
21	PERSONNEL SERVICES	\$531,362	\$487,186	\$653,363	\$771,764
	PURCHASE OF SERVICES	\$501,587	\$526,982	\$301,713	\$365,183
	UTILITIES	\$530,359	\$527,684	\$217,146	\$215,000
	SUPPLIES	\$76,533	\$79,222	\$122,800	\$131,234
22	TOTAL EXPENSES	\$1,108,479	\$1,133,887	\$641,659	\$711,417
	TOTAL FACILITIES	\$1,639,841	\$1,621,073	\$1,295,022	\$1,483,181
MISC COMMITTEES Historic Commission, Historic District Commission, Public Ceremonies Committee					
	PURCHASE OF SERVICES	\$3,539	\$2,892	\$3,775	\$3,775
23	TOTAL EXPENSES	\$3,539	\$2,892	\$3,775	\$3,775
	TOTAL MISC COMMITTEES	\$3,539	\$2,892	\$3,775	\$3,775
POLICE					
24	PERSONNEL SERVICES	\$2,865,450	\$2,953,440	\$3,083,765	\$3,297,482
	FISCAL YEAR 2025 BUDGET	ACTUAL FY 2022	ACTUAL FY 2023	APPROVED FY 2024	REQUESTED FY 2025
	PURCHASE OF SERVICES	\$116,065	\$123,872	\$178,480	\$151,550
	SUPPLIES	\$221,634	\$264,497	\$284,725	\$313,700

25	TOTAL EXPENSES	\$337,699	\$388,369	\$463,205	\$465,250
	TOTAL POLICE	\$3,203,149	\$3,341,809	\$3,546,970	\$3,762,732
	JOINT COMMUNICATIONS				
26	PERSONNEL SERVICES	\$636,636	\$651,123	\$682,045	\$754,805
	PURCHASE OF SERVICES	\$7,789	\$7,343	\$9,500	\$11,500
	UTILITIES	\$12,383	\$13,567	\$16,000	\$16,000
	SUPPLIES	\$12,306	\$13,056	\$14,000	\$14,000
27	TOTAL EXPENSES	\$32,478	\$33,966	\$39,500	\$41,500
	TOTAL JOINT COMMUNICATIONS	\$669,114	\$685,089	\$721,545	\$796,305
	FIRE & ALS				
28	PERSONNEL SERVICES	\$2,813,267	\$3,490,205	\$3,371,858	\$3,502,453
	PURCHASE OF SERVICES	\$68,001	\$72,221	\$84,850	\$75,500
	SUPPLIES	\$208,957	\$227,560	\$229,239	\$246,944
29	TOTAL EXPENSES	\$276,958	\$299,781	\$314,089	\$322,444
	TOTAL FIRE	\$3,090,225	\$3,789,986	\$3,685,947	\$3,824,897
	BUILDING & ZONING				
30	PERSONNEL SERVICES	\$366,402	\$409,062	\$434,951	\$546,447
	PURCHASE OF SERVICES	\$18,266	\$17,023	\$16,550	\$17,091
	SUPPLIES	\$5,596	\$995	\$1,500	\$1,500
31	TOTAL EXPENSES	\$23,862	\$18,018	\$18,050	\$18,591
	TOTAL BUILDING & ZONING	\$390,264	\$427,080	\$453,001	\$565,038
	SCHOOLS				
32	TOTAL SCHOOLS	\$45,222,274	\$47,164,445	\$49,992,319	\$52,630,763
	REGIONAL VOCATIONAL SCHOOLS				
	<u>FISCAL YEAR 2025 BUDGET</u>	ACTUAL FY 2022	ACTUAL FY 2023	APPROVED FY 2024	REQUESTED FY 2025
33	TOTAL REGIONAL VOC SCHOOLS	\$227,357	\$242,651	\$85,810	\$85,810

	DPW				
	PERSONNEL SERVICES	\$1,987,101	\$2,038,709	\$2,387,039	\$2,502,431
	DPW ENGINEERING				
34	PERSONNEL SERVICES	\$254,196	\$295,506	\$330,539	\$349,775
	PURCHASE SERVICES	\$12,145	\$9,943	\$11,580	\$21,310
	SUPPLIES	\$7,233	\$8,657	\$15,420	\$6,500
35	TOTAL EXPENSES	\$19,378	\$18,600	\$27,000	\$27,810
	TOTAL ENGINEERING	\$273,574	\$314,106	\$357,539	\$377,585
	HIGHWAY				
36	PERSONNEL SERVICES	\$994,855	\$979,814	\$1,157,445	\$1,213,529
	PURCHASE SERVICES	\$387,511	\$437,846	\$494,000	\$505,000
	SUPPLIES	\$126,910	\$140,209	\$167,500	\$174,000
37	TOTAL EXPENSES	\$514,421	\$578,055	\$661,500	\$679,000
	TOTAL HIGHWAY	\$1,509,276	\$1,557,869	\$1,818,945	\$1,892,529
	PARK AND CEMETERY				
38	PERSONNEL SERVICES	\$738,050	\$763,389	\$899,055	\$939,127
	PURCHASE SERVICES	\$221,076	\$192,831	\$283,400	\$287,500
	SUPPLIES	\$124,554	\$145,545	\$171,850	\$170,000
39	TOTAL EXPENSES	\$345,630	\$338,376	\$455,250	\$457,500
	TOTAL PARK AND CEMETERY	\$1,083,680	\$1,101,765	\$1,354,305	\$1,396,627
	LANDFILL				
40	PURCHASE SERVICES	\$46,543	\$42,064	\$65,000	\$70,000
	TOTAL DPW	\$2,913,073	\$3,015,804	\$3,595,789	\$3,736,741
	SNOW				
41	PERSONNEL SERVICES	\$126,751	\$104,561	\$175,000	\$175,000
	FISCAL YEAR 2025 BUDGET	ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2022	FY 2023	FY 2024	FY 2025
	PURCHASE OF SERVICES	\$105,063	\$80,941	\$125,000	\$125,000
	SUPPLIES	\$240,199	\$269,204	\$225,000	\$225,000
42	TOTAL EXPENSES	\$345,262	\$350,145	\$350,000	\$350,000

	TOTAL SNOW	\$472,013	\$454,706	\$525,000	\$525,000
	BOARD OF HEALTH				
43	PERSONNEL SERVICES	\$923,136	\$978,570	\$1,072,320	\$1,163,935
	PURCHASE OF SERVICES	\$130,161	\$128,557	\$156,059	\$163,669
	SUPPLIES	\$13,313	\$11,182	\$16,700	\$16,000
44	TOTAL EXPENSES	\$143,474	\$139,739	\$172,759	\$179,669
	TOTAL BOARD OF HEALTH	\$1,066,610	\$1,118,309	\$1,245,079	\$1,343,604
	VETERANS SERVICES				
	PURCHASE OF SERVICES	\$28,956	\$30,183	\$46,000	\$46,000
	SUPPLIES	\$0	\$1,488	\$4,000	\$4,000
45	TOTAL EXPENSES	\$28,956	\$31,671	\$50,000	\$50,000
	TOTAL VETERANS SERVICES	\$28,956	\$31,671	\$50,000	\$50,000
	COUNCIL ON AGING				
46	PERSONNEL SERVICES	\$246,264	\$235,165	\$307,106	\$346,917
	PURCHASE OF SERVICES	\$33,690	\$44,845	\$27,000	\$31,440
	SUPPLIES	\$8,981	\$6,466	\$16,300	\$19,400
47	TOTAL EXPENSES	\$42,671	\$51,311	\$43,300	\$50,840
	TOTAL COUNCIL ON AGING	\$288,935	\$286,476	\$350,406	\$397,757
	YOUTH SERVICES				
48	PERSONNEL SERVICES	\$321,130	\$260,026	\$310,263	\$318,282
	PURCHASE OF SERVICES	\$496	\$3,331	\$4,900	\$3,400
	SUPPLIES	\$0	\$293	\$1,650	\$1,650
49	TOTAL EXPENSES	\$496	\$3,624	\$6,550	\$5,050
	TOTAL YOUTH SERVICES	\$321,626	\$263,650	\$316,813	\$323,332
	LIBRARY				
	FISCAL YEAR 2025 BUDGET	ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2022	FY 2023	FY 2024	FY 2025
50	PERSONNEL SERVICES	\$904,368	\$933,991	\$934,919	\$1,020,553
	PURCHASE OF SERVICES	\$49,669	\$46,720	\$49,437	\$56,730
	SUPPLIES	\$236,799	\$237,446	\$252,083	\$249,447
51	TOTAL EXPENSES	\$286,468	\$284,166	\$301,520	\$306,177
	TOTAL LIBRARY	\$1,190,836	\$1,218,157	\$1,236,439	\$1,326,730

	RECREATION				
52	PERSONNEL SERVICES	\$200,837	\$179,494	\$204,646	\$231,018
	PURCHASE OF SERVICES	\$82,701	\$27,081	\$87,908	\$87,358
	SUPPLIES	\$0	\$0	\$0	\$0
53	TOTAL EXPENSES	\$82,701	\$27,081	\$87,908	\$87,358
	TOTAL RECREATION	\$283,538	\$206,575	\$292,554	\$318,376
	DEBT AND INTEREST				
54	TOTAL DEBT AND INTEREST	\$6,634,542	\$6,006,128	\$8,351,117	\$7,603,113
	RETIREMENT				
	PURCHASE OF SERVICES	\$5,378,336	\$5,728,625	\$5,907,067	\$6,285,643
55	TOTAL RETIREMENT	\$5,378,336	\$5,728,625	\$5,907,067	\$6,285,643
	TOWN ENERGY				
	PURCHASE OF SERVICES	\$0	\$0	\$523,200	\$558,580
56	TOTAL TOWN ENERGY	\$0	\$0	\$523,200	\$558,580
	SCHOOL ENERGY				
	PURCHASE OF SERVICES	\$0	\$0	\$1,073,500	\$1,146,072
57	TOTAL SCHOOL ENERGY	\$0	\$0	\$1,073,500	\$1,146,072
	UNCLASSIFIED				
	HEALTH & LIFE INSURANCE				
	Employee Health Insurance (426)	\$6,218,198	\$6,350,970	\$6,790,756	\$7,667,721
	FISCAL YEAR 2025 BUDGET	ACTUAL	ACTUAL	APPROVED	REQUESTED
		FY 2022	FY 2023	FY 2024	FY 2025
	Retiree Health Insurance (456)	\$1,850,981	\$1,766,184	\$2,009,160	\$1,973,398
	Health Insurance Incentive Waiver (53)	\$308,894	\$273,389	\$267,300	\$241,600
	Employee & Retiree Life Insurance (603)	\$30,396	\$28,935	\$31,200	\$34,800
	Other Expenses	\$166,536	\$67,687	\$103,800	\$260,400
58	TOTAL HEALTH/LIFE INSURANCE	\$8,575,005	\$8,487,165	\$9,202,216	\$10,177,919
	OTHER INSURANCE				

59	PROPERTY, CASUALTY & LIABILITY INSURANCE	\$923,140	\$970,231	\$1,086,605	\$1,100,176
60	MEDICARE TAX - 1.45%	\$818,285	\$844,435	\$833,175	\$862,336
61	UNEMPLOYMENT COMPENSATION	\$76,460	\$43,729	\$50,000	\$50,000
62	POLICE/FIRE DISABILITY	\$0	\$0	\$15,000	\$15,000
63	OCCUPATIONAL HEALTH	\$370	\$7,686	\$8,000	\$8,000
	TOTAL OTHER INSURANCE	\$1,818,255	\$1,866,080	\$1,992,780	\$2,035,512
64	SICK LEAVE BUYBACK	\$18,903	\$22,721	\$40,000	\$40,000
	RESERVE FOR SALARY SETTLEMENT	\$0	\$0	\$662,897	\$286,271
66	RESERVE FUND BUDGET	\$0	\$0	\$250,000	\$250,000
67	STORMWATER	\$99,383	\$115,722	\$125,000	\$125,000
			\$10,491,689		
	TOTAL UNCLASSIFIED	\$10,511,546	9	\$12,272,893	\$12,914,702
			\$90,151,426		
	TOTAL GENERAL FUND BUDGET	\$87,273,466	6	\$99,726,007	\$104,324,475



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 10 – Motion 1 Fiscal Year 2025 Omnibus Budget (Cont'd)

Holds were placed on the Finance budget, the Assessor's budget, the total regional voc schools, and the line item "unclassified". Once the reading of the budget was completed, Moderator Jones returned to those line items in question and asked for those that placed the hold, to please step to the appropriate microphone.

A resident asked why there was a large increase in the Assessor's budget for personnel services. Brian Keveny, Finance Director answered that the increase was due to all employees eligible for a wage increase and eligibility for a step increase. A question on the Regional Voc School was asked regarding how many students from Wayland attend the Voc School. Per School Committee Chair Gibbons, only one student from Wayland attends the Voc School. Resident Mary Ellen Castagno asked, in general, how many students attending Wayland are children of teachers in the Wayland School District. Chair Gibbons answered currently 69 and indicated there is a cap on teacher's children and the availability of space. The hold on line item Unclassified asked for an explanation of this line item in terms of cost for health insurance. Town Manager Michael McCall, responded by saying there is a premium breakdown, based on the types of insurance plans offered. Mr. McCall further explained Wayland is part of the West Suburban group who assists with negotiating plan rates for several municipalities in and around Wayland. The rates can be found on the Town's website.

Seeing no additional questions or comments on the operating budget, Moderator Jones proceeded to take a vote.

Majority Vote – Electronic voting – Yes – 176 / No – 35

Observing no questions or comments, the Moderator declared the article passed and disposed of Article 10, motion 1.

True Attest Copy:

Trudy L. Reid, Town Clerk







TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 10 – Motion 2 Fiscal Year 2025 Omnibus Budget – Capital Budget

Proposed Capital Budget - Fiscal 2025			
DPW			
1	Compactor Replacement	FC	\$ 75,000
2	Heavy Equipment Replacement - H8 Trackless 2005	FC	200,000
3	Light Trucks - P60 Utility	FC	130,000
4	Sidewalk Improvements	FC	250,000
5	Town Wide Road Reconstruction	B	722,277
		SC	33,973
Facilities			
6	DPW Fleet Maintenance Flooring	FC	43,764
		SC	41,236
7	DPW Wash Bay Rehabilitation	FC	175,000
8	Library RFID Tagging	FC	100,000
Fire			
9	Ambulance Stretcher & Stairchair	AMB	99,000
10	Equipment - Detection Meters	AMB	30,000
11	Fire Vehicle - Vehicle 3	AMB	75,000
12	SCBA Air Packs	AMB	75,000
Information Technology			
13	Video Monitoring and Management System	FC	210,000
Joint Communications Center			
14	Building Security and Video Equipment	FC	50,000
15	Equipment for a Secondary PSAP	FC	300,000
Police			
16	Department Issued Firearms	FC	43,317
17	Speed & Message Boards	FC	31,580
Schools			
18	DW Roof Replacement	B	150,000
19	Elementary Installation of HVAC Air Conditioning	B	317,500
20	WMS Rooftop Air Handling Units and Exhaust Fans - Design	B	164,800
21	DW Boilers and Boiler System	FC	169,000
22	DW Student Information System	FC	112,000
23	DW Fire Alarm Control Panel/Smoke Detection	FC	170,000
24	Mini Bus	FC	50,000

Water Enterprise Fund			
25	Second Water Tank Construction	WB	2,500,000
26	Vehicle W-2	WB	130,000
27	Water Main - Construction	WB	1,200,000
TOTAL BUDGET			\$ 7,648,447
SUMMARY OF FUNDING SOURCES			
BORROWING (within the levy)		B	\$ 1,354,577
FREE CASH (unspent funds from prior years)		FC	2,109,661
SURPLUS CAPITAL (unspent funds from completed capital projects)		SC	75,209
AMBULANCE FUND (ambulance fees)		AMB	279,000
WATER ENTERPRISE FUND BORROWING (water fees)		WB	3,830,000
TOTAL FUNDING SOURCES			\$ 7,648,447

1. Budget: DPW - \$75,000	
Title: Compactor Replacement	Project Advocate(s): DPW Director
Description & Justification: This is a utility upgrade to furnish and install a trash compactor with container. Compactors wear out as a result of the extensive use of their hydraulic systems. They also suffer from exposure to both the elements and the materials thrown into them. Replacing the compactor ensures that it will remain in service and less likely to be subject to expensive hydraulic system repairs.	
Relationship to General Plan: Equipment replacement	
History: Planned	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

2. Budget: DPW - \$200,000	
Title: Heavy Equipment Replacement - H8 Trackless 2005	Project Advocate(s): DPW Director
Description & Justification: Scheduled replacement will reduce maintenance costs and downtime.	
Relationship to General Plan: Equipment replacement	
History: Planned	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

3. Budget: DPW - \$130,000	
Title: Light Trucks - P60 Utility	Project Advocate(s): DPW Director
Description & Justification: Purchase of F-350 utility vehicle to facilitate transport of groups of staff to work sites. Reduces cost of multiple vehicles traveling to same site and blocking roadways.	
Relationship to General Plan: New vehicle	
History: Planned	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

4. Budget: DPW - \$250,000	
Title: Sidewalk Improvements	Project Advocate(s): DPW Director
Description & Justification: This request provides funds specifically targeting the renewal and expansion of the Town's sidewalk system in accordance with the Sidewalk Improvement Plan.	

Improvements will include the provision to add ADA required modifications to the sidewalk system. Sidewalks planned for rehabilitation are Pequot, Old Connecticut Path (West to Charena). Funding appropriation will support design, construction, legal & personnel services. The Town's roadways have historically been the primary recipient of transportation improvement funds. More recently it has become apparent that non-motorized transportation (pedestrian and bicycle) warrants investment. Previous levels of funding are not sufficient to provide for the renewal and expansion of the Town's pedestrian system.

Relationship to General Plan: Infrastructure maintenance

History: Planned and ongoing - FY2025 funding request increased by \$100,000 from previous plan

Source of Funds: Free Cash

In the 5 Year Capital Plan?: Yes

5. Budget: DPW - \$756,250

Title: Town Wide Road Reconstruction

Project Advocate(s): DPW Director

Description & Justification: Funding to continue road improvement projects on the Town's 96 miles of roadway. At present construction rates, resurfacing costs approximately \$250,000 per mile. This funding will be combined with State Chapter 90 funding for FY25 road rehabilitation that is expected to include Concord, Lakeshore Terrace, French, Griffin, York, Campbell, Grove, Dairy Farm, Stonebridge. This is an annual program that ensures the Town's roads and municipal ways remain in safe and usable condition. Schedule is based on required water main projects, drainage issues, and pavement conditions. This level of funding represents a 15-17 year resurfacing schedule.

Relationship to General Plan: Infrastructure maintenance

History: Planned and ongoing

Source of Funds: \$722,277 Borrowing + \$33,973 Surplus Capital

In the 5 Year Capital Plan?: Yes

6. Budget: Facilities Department - \$85,000

Title: DPW Fleet Maintenance Flooring

Project Advocate(s): Public Buildings Director

Description & Justification: Strip existing floor and apply fit for purpose coating to fleet maintenance floor. After 8 years of operation the floor is delaminating and causing operational and safety concerns.

Relationship to General Plan: Building and grounds maintenance

History: Planned - FY2025 funding request increased by \$35,000 from previous plan

Source of Funds: \$43,764 Free Cash + \$41,236

In the 5 Year Capital Plan?: Yes

7. Budget: Facilities Department - \$175,000

Title: DPW Wash Bay Rehabilitation

Project Advocate(s): Public Buildings Director

Description & Justification: Replacement of inefficient wash bay equipment. A wash bay is a necessary facility for the DPW. The current wash bay equipment is no longer operating at the necessary level of functionality. Rehabilitation would increase efficiency of throughput and conserve water and natural gas usage.

Relationship to General Plan: Equipment replacement

History: Planned - FY2025 funding request increased by \$75,000 from previous plan

Source of Funds: Free Cash

In the 5 Year Capital Plan?: Yes

8. Budget: Facilities Department - \$100,000	
Title: Library RFID Tagging	Project Advocate(s): Public Buildings Director
Description & Justification: Install & implement RFID system for improved materials borrowing & tracking. RFID is the current standard for loaning & tracking circulating materials within Minutemen Library Network.	
Relationship to General Plan: New equipment	
History: Planned	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

9. Budget: Fire Department - \$99,000	
Title: Ambulance Stretcher & Stairchair	Project Advocate(s): Fire Chief
Description & Justification: Purchase equipment for ambulance to include stretcher, lift system and mobility chair. Equipment needs to be purchased for new ambulance.	
Relationship to General Plan: New safety equipment	
History: Planned - FY2025 funding request increased by \$49,000 from previous plan	
Source of Funds: Ambulance Fund	In the 5 Year Capital Plan?: Yes

10. Budget: Fire Department - \$30,000	
Title: Equipment - Detection Meters	Project Advocate(s): Fire Chief
Description & Justification: Replace outdated detection meters and related equipment	
Relationship to General Plan: Safety equipment replacement	
History: Planned	
Source of Funds: Ambulance Fund	In the 5 Year Capital Plan?: Yes

11. Budget: Fire Department - \$75,000	
Title: Fire Vehicle - Vehicle 3	Project Advocate(s): Fire Chief
Description & Justification: Replace vehicle and associated equipment used by Assistant Fire Chief for administrative and emergency responses.	
Relationship to General Plan: Vehicle replacement	
History: Planned	
Source of Funds: Ambulance Fund	In the 5 Year Capital Plan?: Yes

12. Budget: Fire Department - \$75,000	
Title: SCBA Air Packs	Project Advocate(s): Fire Chief
Description & Justification: Purchase additional SCBA (air packs) for the use of fire personnel in hazardous environments. Current supply of SCBA units is inadequate for all fire department apparatus.	
Relationship to General Plan: New safety equipment	
History: Planned	
Source of Funds: Ambulance Fund	In the 5 Year Capital Plan?: Yes

13. Budget: Information Technology Department - \$210,000	
Title: Video Monitoring and Management System	Project Advocate(s): IT Director
Description & Justification: Security cameras are a standard part of modern security, asset protection and liability minimization strategies. This project will install security cameras in locations in town buildings where they do not currently exist, including the associated network cabling, equipment and a centralized recording and monitoring system. The installation of this system will be the first major step towards unifying all of the town's security cameras onto a single platform and accessible by all personnel who have the appropriate authorization.	
Relationship to General Plan: New security equipment	
History: Planned multi-year project - FY2025 funding request decreased by \$10,000 from previously planned FY2026 funding. An additional \$160,000 previously planned for FY2027 is now planned for FY2026, for a total expected project cost of \$370,000.	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

14. Budget: Joint Communications Center - \$50,000	
Title: Building Security and Video Equipment	Project Advocate(s): Police & Fire Chiefs
Description & Justification: Upgrade access control current system which is over 15 years old and no longer reliable.	
Relationship to General Plan: Security equipment replacement	
History: Planned - FY2025 funding request decreased by \$50,000 from previous plan	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

15. Budget: Joint Communications Center - \$300,000	
Title: Equipment for a Secondary PSAP	Project Advocate(s): Police & Fire Chiefs
Description & Justification: Secondary Public Safety Answering Point (PSAP) for Station 2 and Police and Fire radio system Upgrades. Additional equipment is needed and a majority of Police and Fire radio systems equipment is greater than 25 years old.	
Relationship to General Plan: New equipment	
History: Planned	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

16. Budget: Police Department - \$43,317	
Title: Department Issued Firearms	Project Advocate(s): Police Chief
Description & Justification: Planned replacement of department issued firearms	
Relationship to General Plan: Equipment replacement	
History: Planned	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

17. Budget: Police Department - \$31,580	
Title: Speed & Message Boards	Project Advocate(s): Police Chief
Description & Justification: The current boards are over 10 years old and do not work properly. They no longer charge and many of the lights are out.	
Relationship to General Plan: Safety equipment replacement	
History: Planned	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

18. Budget: School Department - \$150,000	
Title: DW Roof Replacement	Project Advocate(s): School Committee, Public Buildings Director
Description & Justification: District wide repair/replacement of school roofs	
Relationship to General Plan: Building and grounds maintenance	
History: Planned multi-year project - FY2025 funding request decreased by \$42,000 from previous plan. An additional \$383,000 remains planned for FY2026, for an expected total project cost of \$533,000.	
Source of Funds: Borrowing	In the 5 Year Capital Plan?: Yes

19. Budget: School Department - \$317,500	
Title: Elementary Installation of HVAC Air Conditioning	Project Advocate(s): School Committee, Public Buildings Director
Description & Justification: Replace existing elementary classroom unit ventilators with new energy efficient units.	
Relationship to General Plan: Building and grounds maintenance	
History: Planned multi-year project - Additional funding of \$405,000 and \$540,000 remains planned for FY2026 and FY2027, respectively, for a total expected project cost of \$1,262,500.	
Source of Funds: Borrowing	In the 5 Year Capital Plan?: Yes

20. Budget: School Department - \$164,800	
Title: WMS Rooftop Air Handling Units and Exhaust Fans - Design	Project Advocate(s): School Committee, Public Buildings Director
Description & Justification: Immediate replacement of most exhaust fans. Planning and design expected in FY2026 and replacement in FY2027 for remaining exhaust fans and roof top air handling units to be upgraded to energy efficient and fossil fuel free units.	
Relationship to General Plan: Building and grounds maintenance	
History: Planned multi-year project - Previously planned for \$50,000 design funding and \$500,000 construction funding in FY2025 and FY2026, respectively. These two original requests remain in the plan but in FY2026 and FY2027, respectively. With this additional request, the total expected project cost is \$714,000.	
Source of Funds: Borrowing	In the 5 Year Capital Plan?: Yes

21. Budget: School Department - \$169,000	
Title: DW Boilers and Boiler System	Project Advocate(s): School Committee, Public Buildings Director
Description & Justification: Replace existing district wide boilers and boiler systems with energy efficient and reliable systems. Current boilers are past their expected useful life. This multi-year project is currently planned for funding in FY2025, FY2026 and FY2028.	
Relationship to General Plan: Building and grounds maintenance	
History: Planned multi-year project - FY2025 funding request increased by \$60,000 from previous plan. Additional funding of \$436,000 and \$130,000 remains planned for FY2026 and FY2028, respectively, for a total expected project cost of \$735,000.	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

22. Budget: School Department - \$112,000	
Title: DW Student Information System	Project Advocate(s): School Committee
Description & Justification: The current system is being sunset. The publisher will no longer support the product or provide updates to ensure compliance with state requirements or security updates. Additionally, the new system will consolidate two current systems into a cohesive application that could enhance Medicaid reimbursements due to the expansion of this federal program. This project includes transition costs including professional services to transfer data from the current system, training, and license fees. The new system will support the needs of the district for a minimum of ten years.	
Relationship to General Plan: Software replacement	
History: Planned	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

23. Budget: School Department - \$170,000	
Title: DW Fire Alarm Control Panel/Smoke Detection	Project Advocate(s): School Committee, Public Buildings Director
Description & Justification: The Capital Conditions Needs Assessment conducted in 2018 identified that the fire alarm control panels and smoke detection systems at WHS Field House, WMS, CH and LO will require replacement as they have reached their useful life. In addition the systems at HH will be in need of replacement due to end of useful life. Additionally, the Wayland Fire Department has strongly recommended that the systems be replaced. The updated alarm systems will be addressable systems that will identify individual detectors in lieu of the current systems that only identify a large section of the building. Continuation of the district wide project requires an additional \$170,000 to complete the device replacement at the Middle School.	
Relationship to General Plan: Safety equipment replacement	
History: Planned multi-year project - This FY2025 request is additional to the \$376,000 previously appropriated (\$87,400 in FY2022, \$100,000 in FY2023, \$188,600 in FY2024), for a total expected project cost of \$546,000.	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

24. Budget: School Department - \$50,000	
Title: Mini Bus	Project Advocate(s): School Committee
Description & Justification: Replacement of Town-owned mini-bus. The current mini-bus, which was donated several years ago, is past its useful life and can no longer pass annual state inspections. The 14-capacity mini-bus serves the athletics program, school field trips, Council on Aging, and other departments.	
Relationship to General Plan: Vehicle replacement	
History: Planned	
Source of Funds: Free Cash	In the 5 Year Capital Plan?: Yes

25. Budget: Department of Public Works, Water - \$2,500,000	
Title: Second Water Tank Construction	Project Advocate(s): DPW Director
Description & Justification: This project involves the construction of a seconded water tank with design funded previously in FY2024. A second water tank was demolished a number of years ago. It is known that to provide reliable water and fire protection at a required pressure, a second tank is necessary.	
Relationship to General Plan: Infrastructure construction	
History: Planned multi-year project – FY2025 request is for construction funds following \$250,000 of design funds appropriated in FY2024, for a total expected project cost of \$2,750,000.	
Source of Funds: Water Enterprise Fund Borrowing	In the 5 Year Capital Plan?: Yes

26. Budget: Department of Public Works, Water - \$130,000	
Title: Vehicle W-2	Project Advocate(s): DPW Director
Description & Justification: This is a scheduled replacement of bodies that will prolong the life of each vehicle by approximately five years. The new bodies will be reused in future vehicle replacements, reducing funding needed to complete new vehicles.	
Relationship to General Plan: Vehicle replacement	
History: Planned	
Source of Funds: Water Enterprise Fund Borrowing	In the 5 Year Capital Plan?: Yes

27. Budget: Department of Public Works, Water - \$1,200,000	
Title: Water Main - Construction	Project Advocate(s): DPW Director
Description & Justification: This project is for construction associated with our water main replacement program to replace pipes known to be in poor condition.	
Relationship to General Plan: Infrastructure maintenance	
History: Planned and ongoing	
Source of Funds: Water Enterprise Fund Borrowing	In the 5 Year Capital Plan?: Yes

ACTION: Kelly Lappin, Finance Committee Vice Chair made a motion to move that the town vote each and every numbered item set forth in the Finance Committee's capital budget of Fiscal Year 2025 listed on pages 44-51 of the Warrant for the 2024 Annual Town Meeting, and as amended per the Errata Sheet issued for this Town Meeting to add a new Item No. 28 – Wastewater Treatment Plant Improvements in the amount of \$526,000, for a new total amount of \$8,174,447 be appropriated for equipment and vehicles acquisitions and projects for the listed departments, each of which shall be an appropriation, and of the total sum so appropriated, the Treasurer, with the approval of the Select Board, is authorized to borrow \$5,710,577 pursuant to the provisions of G.L. Chapter 44, Section 7, or any other enabling legislation, and to issue bonds or notes of the Town therefore, and further, that the sum of \$2,109,611 be transferred from the Unreserved Fund Balance and the sum of \$279,000 be provided from Ambulance Receipts, and the sum of \$75,209 be provided from the following Surplus Capital Funds:

FY 18 HS Design	\$ 1,055
FY 17 Loker Furniture	\$ 355
FY 20 HH Fire Alarm Control	\$ 1,125
FY 20 Loker Chair	\$ 2,572
FY 22 Student School Storage System	\$18,724
FY 22 School Space Study & Construction	\$ 9,916
FY 22 Fire Alarm Control Panel/Smoke Detector	\$ 226
FY 22 DPW Equipment H-20	\$28,870
FY 19 Loker School Kitchen	\$ 1,363
FY 16 Loker Tile Replacement	\$ 361
FY 22 Road Improvements	\$ 7,263
FY 22 Conservation Truck	\$ 3,380
TOTAL	\$75,209



TOWN OF WAYLAND
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Article 10 – Motion 2 Fiscal Year 2025 Omnibus Budget – Capital Budget (Cont'd)

The motion was seconded. School Committee Chair Erin Gibbons spoke on the school items. It was noted by the Wastewater Department the reason for the change was due to equipment issues/repairs. Several questions were asked, and they were answered by the appropriate Department Heads.

2/3 Majority vote required – Electronic Vote – Yes – 179 / No – 18

Observing no questions or comments the Moderator declared the article passed by the required 2/3 majority and disposed of Article 10, motion 2.

True Attest Copy:

Trudy L. Reid, Town Clerk







TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 11. Capital Stabilization Fund Appropriation

Proposed by: Select Board

To determine if the Town will vote to appropriate \$250,000 to be deposited in the Town's Capital Stabilization Fund; and that said appropriation will be funded by Free Cash.

The Select Board recommends approval - Vote 3-0-0

The Finance Committee recommends approval - Vote 6-0-0

ACTION: Carol Martin, Select Board member moved the motion under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Electronic Vote – Yes – 184 / No – 8

Observing no questions or comments, the Moderator declared the article passed and disposed of Article 11.

True Attest Copy:

Trudy L. Reid, Town Clerk







TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 12. Revise Town Code Chapter 43: Personnel

Proposed by: Select Board

To determine whether the Town will vote to amend the Town Code, Chapter 43 – Personnel, by repealing the existing text and replacing it with the text shown below:

Chapter 43 PERSONNEL

§ 43-1. Definitions.

As used in this chapter, the following words and phrases shall have the following meanings, unless a different construction is clearly required by the context or by the laws of the Commonwealth:

APPOINTING AUTHORITY or EMPLOYING AGENCY — The Town Manager, or other authority empowered by statute, special act or bylaw to make appointments.

BOARD — The Personnel Board as defined in § 43-3.

CLASS — A group of positions in the Town service sufficiently similar in respect to duties and responsibilities so that:

1. The same descriptive title may be used to designate each position allocated to the class;
2. The same qualifications shall be required of the applicants and incumbents;
3. The same tests of fitness may be used to choose qualified employees; and
4. The same scale of compensation can be made to apply with equity.

DEPARTMENT — Any department, board, committee, commission or other agency of the Town subject to this chapter and the Wage and Salary Classification Plan.

DEPARTMENT HEAD — The officer or employee having immediate supervision and control of a department.

HUMAN RESOURCES Manager — The head of the Human Resources Department as appointed by the Town Manager.

STEP RATE — A pre-established, incremental rate in a range between the minimum and maximum rates.



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Article 12. Revise Town Code Chapter 43: Personnel (Cont'd)

SUPERVISORY AUTHORITY — The department head or other authority empowered by law to supervise, direct and control the activities of employee(s).

TOWN — The Town of Wayland.

WAGE AND SALARY CLASSIFICATION PLAN - The schedule of hourly, weekly, annual and flat rates appearing in the Town's annual Town meeting warrant or special Town meeting warrant.

§ 43-2. Scope of Bylaw

- (1) All Town departments and positions shall be subject to the provisions of this Bylaw, except employees of the Wayland Public Schools. In the event that this Bylaw conflicts with the terms of a personal employment contract or collective bargaining agreement, the terms of said contract or collective bargaining agreement will take precedence over this Bylaw.

§ 43-3. Personnel Board.

- A. There shall be a Personnel Board comprised of 5 members appointed by the Select Board. The Select Board shall have the power to fill Personnel Board vacancies in accordance with MGL c. 41 § 11. The term of appointment shall be for 3 years, except where the appointment is to fill a vacancy, and then it shall be to fill the unexpired term. No member of the Personnel Board shall be an employee of the Town or hold Town office. Members of the Personnel Board shall serve without compensation. Each member shall be a resident of the Town. Appointments shall be arranged so that the terms of office of no more than two members shall expire each year.
- B. The Personnel Board shall have the following powers and duties:
 - (1) Provide advice to the Town Manager, or designee, and make recommendations on establishing and maintaining an efficient and equitable system of personnel administration for Town employees covered by this Bylaw.



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Article 12. Revise Town Code Chapter 43: Personnel (Cont'd)

- (2) Provide advice to the Town Manager, or designee, with respect to the Wage and Salary Classifications Plan (“the Plan”), including but not limited to amendments to the Plan and the development of new Plans.
- (3) Provide advice to the Town Manager and Human Resources Manager with respect to classification of new positions and reclassification of existing positions covered by this Bylaw.
- (4) Provide advice to the Select Board, Town Manager and Human Resources Manager with respect to all personnel policies and procedures. The Personnel Board shall review, revise and adopt all Town personnel policies in conjunction with the Select Board, Town Manager, or designee. The Personnel Board shall annually review the Town’s personnel policies and recommend revisions to the Select Board, Town Manager or Human Resources Manager.
- (5) Provide advice to the Town Manager and Human Resources Manager with respect to job descriptions, including revisions to existing job descriptions and the development of new job descriptions, consistent with Town Manager Act, Chapter 33 of the Acts of 2022.
- (6) Upon request by the Town Manager, a member of the Personnel Board shall serve on interview panels for the hiring of Department Heads and Directors of the Town consistent with Town Manager Act, Chapter 33 of the Acts of 2022.
- (7) Report to the Select Board and/or Town Meeting, as it deems appropriate, as to the status of human resource administration and personnel-related matters in the Town. If an Article is inserted in the warrant for an Annual or Special Town Meeting with respect to human resources or personnel matters, a copy of such article shall be furnished to the Personnel Board by the Town Manager. The Personnel Board may report its recommendations to Town Meeting or the Select Board with respect to such articles.
- (8) May make an annual report to the Town, including recommendations on any matters related to the administration of human resources or personnel-related matter



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Article 12. Revise Town Code Chapter 43: Personnel (Cont'd)

- (9) Provide advice and consultation to the Town Manager and/or Select Board on compensation and contract issues for non-union management employees.
- (10) Meet as necessary with Town officials and employees upon request for consultation on matters within the Personnel Board's jurisdiction.
- C. The Personnel Board shall meet on a regular basis or as necessary to consider such business as may be presented by the Town Manager or Human Resources Manager, and to provide advice relating to matters within the scope of the Personnel Board's authority under this Bylaw and other personnel-related matters. Three members of the Personnel Board shall constitute a quorum, and all action shall be taken by a majority of the members present at the Board meeting, provided that the Personnel Board may delegate to the Chair power to act at any time on routine matters, subject to appeal to the full Board.
- D. The Personnel Board shall receive such reasonable assistance and information as it may require for the discharge of its duties.
- E. If any provision of this Bylaw is determined to be invalid under state or federal law, such decision shall not be construed to affect the validity of any other provision of this Bylaw

The Select Board recommends approval – Vote 4-1-0

ACTION: Adam Gutbezah, Select Board Member moved that the Town vote to amend the Town Code, Chapter 43 – Personnel, by repealing the existing text and replacing it with the text as printed in the 2024 Annual Town Meeting Warrant Book. Motion was seconded. Mr. Gutbezah spoke in favor of the motion by stating that Article 12 helps to update the Personnel Board's contribution to align with the Town Manager Act. He also stated the Town Manager, Select Board and Personnel Board collaborated on the proposed update to the Bylaws. Article 12 is a compromise of all parties that enables the Personnel Board to continue providing its valuable insight in a way that aligns with the Town Manager Act.

MaryAnn Peabody, a member of the Personnel Board spoke to this motion indicating this change matches many of the surrounding towns Personnel Bylaws, and keeps the current board as an advisory board to the Town Manager.



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Article 12. Revise Town Code Chapter 43: Personnel (Cont'd)

Resident George Harris asked why Article 12 was not finished in time to submit to the Finance Committee so they could prepare proper guidance to Town Meeting. He also questioned where the voters could find the text that is being repealed. Mr. Harris then proceeded to make a motion to indefinitely postpone. Select Board Chair Adam Gutbezahl spoke in opposition of Mr. Harris' motion indicating many of the items are being deleted from the Personnel Bylaw because they fall under federal law such as holidays. Other residents spoke in opposition of the bylaw change arguing there was not enough time for the Finance Committee to review. Resident Alan Matthews asked that the Finance Committee for their comments on this article. Kelly Lappin, Finance Committee Vice Chair, stated they did not have sufficient time to review the article. Select Board Chair Anne Brensley spoke in favor of the article indicating Town Counsel reviewed the changes four times in order to ensure the Town Manager Act was consistent with the Code. There was a motion to terminate the debate on Mr. Harris motion to postpone. Calling for a vote, the Moderator indicated the electronic vote was 172 in favor of terminating the debate, and 26 against terminating the debate. The Motion moved on to vote on the motion from Mr. Harris to postpone Article 12. The town meeting members voted by 2/3 majority by electronic voting 86 in favor of the amended motion and 110 against the amended motion. The Moderator declared the amended motion failed to postpone Article 12. The Moderator seeing no further comments or questions on Article 12, the Moderator moved to vote on the main motion.

Majority Vote: Electronic Vote: Yes – 124 / No - 68

Moderator Jones, observing no discussion, declared Article 12 disposed.

True Attest Copy:

Trudy L. Reid, Town Clerk







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Article 13. Community Preservation Act - Set Asides and Transfers

Proposed by: Community Preservation Committee

To determine if the Town will vote to:

1. Set aside for later spending from the Community Preservation Fund (CPF) Uncommitted Fund, in accordance with the requirements of the Community Preservation Act:
 - a. Not less than \$129,870 for open space, but not including land for recreational use; and
 - b. Not less than \$129,870 for historic preservation; and
 - c. Not less than \$129,870 for community housing; and
 - d. \$50,000 for administrative expenses; and
2. Set aside for later spending \$373,731 from the CPF Uncommitted Fund for annual debt service obligations relating to the acquisition of the conservation restriction on Mainstone Farm, as approved by the 2016 Annual Town Meeting; and
3. Transfer \$130,670 from the CPF Community Housing Fund to the Wayland Municipal Affordable Housing Trust Fund.

The Community Preservation Committee recommends approval - Vote 6-0-0

The Select Board recommends approval – Vote 4-0-0

ACTION: Susan Weinstein, CPC Chair moved the motion under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Electronic Vote – Yes – 171 / No – 11

Observing no questions or comments, the Moderator declared the article passed and disposed of Article 13.

True Attest Copy:

Trudy L. Reid, Town Clerk







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Article 14. Community Preservation Act – Historic Preservation Projects: Preservation Materials for Town’s Historic Collection; Preservation of Town Permanent Records and HVAC System at Grout-Heard House

Proposed by: Select Board

To determine whether the Town will vote to appropriate from the Community Preservation Fund Historic Preservation Fund:

- (a) Not more than \$2,673 to be expended by the Wayland Historical Commission for the purchase of supplies and materials for preservation and storage of the Town’s historical artifacts; and
- (b) Not more than \$100,000 to be expended by the Town Clerk, subject to the advance approval of the Wayland Historical Commission, for the rehabilitation, conservation, and preservation of the Town’s permanent records that are more than 50 years old, including but not limited to birth, marriage, and death records, annual street listings, and annual town reports; and
- (c) Not more than \$55,000 to be expended by the Wayland Historical Society for installation of a new HVAC system at the Grout-Heard House and Museum.

The Community Preservation Committee recommends approval. Vote: 6-0-0 for preservation supplies and the Town’s records; 5-0-1 for the Grout-Heard House project.

The Select Board recommends Approval - Vote 4-0-0

The Finance Committee recommends approval – Vote 7-0-0

ACTION: Susan Weinstein, CPC Chair made the motion that the Town vote to appropriate from the Community Preservation Fund Historic Preservation:

- a) The sum of \$2,673 for the purchase of supplies and materials for preservation and storage of the Town’s historical artifacts, to be expended by the Wayland Historical Commission;
- b) The sum of \$100,000 for the rehabilitation, conservation, and preservation of the Town’s permanent records that are more than 50 years old, including but not limited to birth, marriage, and death records, annual street listings, and annual town reports, said sum to be expended by the Town Clerk, subject to the advance approval of the Wayland Historical Commission; and
- c) The sum of \$55,000 for the installation of a new HVAC system at the Grout-Heard House and Museum, to be expended by the Wayland Historical Society



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Article 14. Community Preservation Act – Historic Preservation Projects: Preservation Materials for Town’s Historic Collection; Preservation of Town Permanent Records and HVAC System at Grout-Heard House (Cont’d)

A second was made to the motion. Chair Weinstein spoke in favor of this article saying the Historical Commission needs supplies and materials to preserve and maintain the Town’s irreplaceable collection of Wayland artifacts as well as the Town must preserve certain official records in perpetuity. The Grout-Heard House preserves and showcases Wayland’s history, and the funding will enable the Wayland Historical Society to install an efficient, modern system, helping to protect the Museum and its contents.

Ms. Weinstein asked for questions and comments. A resident asked if the amounts stated in the motion are correct, and Ms. Weinstein replied in the affirmative. A second question asked what the \$100,000 for the Town Clerk would be spent on. Ms. Weinstein answered historical documents that are considered permanent records, as stated in the motion.

Majority Vote: Electronic Vote: Yes – 178 / No - 13

Moderator Jones, observing no further discussion, declared Article 14 disposed.

True Attest Copy:

Trudy L. Reid, Town Clerk







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Article 15. Revise Town Code 91-1

Proposed by: Town Clerk

To determine whether the Town will vote to amend Town Code, Article 1 Regulation of Dogs, Section 91-1, Definitions, by deleting text shown as struck through and inserting, in alphabetical order, text shown as underlined, as follows:

§ 91-1 Definitions:

A. As used in this article, the following words and terms have the following meanings:

DCO

The Dog Control Officer also referred to as the Animal Control Officer or “ACO”.

KENNEL

~~Four or more dogs, six months of age or older, kept on a single property, whether for breeding, sale, training, hunting, companionship, or any other purpose.~~

PERSONAL KENNEL: a pack or collection of more than 4 dogs, 3 months old or older, owned or kept under single ownership, for private personal use; provided, however, that breeding of personally owned dogs may take place for the purpose of improving, exhibiting or showing the breed or for use in legal sporting activity or for other personal reasons; provided further, that selling, trading, bartering or distributing such breeding from a personal kennel shall be to other breeders or individuals by private sale only and not to wholesalers, brokers or pet shops; provided further, that a personal kennel shall not sell, trade, barter or distribute a dog not bred from its personally-owned dog; and provided further, that dogs temporarily housed at a personal kennel, in conjunction with an animal shelter or rescue registered with the department, may be sold, traded, bartered or distributed if the transfer is not for profit.

Personal kennels will be inspected by the Animal Control Officer (ACO). Upon a successful inspection, the ACO will forward the report to the Town Clerk, at which time the Town Clerk will contact the resident for payment, and upon payment, a personal kennel license will be processed.

COMMERCIAL BOARDING OR TRAINING KENNEL: an establishment used for boarding, holding, day care, overnight stays or training of animals that are not the property of the owner of the establishment, at which such services are rendered in exchange for consideration and in the absence of the owner of any such animal; provided, however, that "commercial boarding or



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Article 15. Revise Town Code 91-1 (Cont'd)

training kennel" shall not include an animal shelter or animal control facility, a pet shop licensed under section 39A of chapter 129, a grooming facility operated solely for the purpose of grooming and not for overnight boarding or an individual who temporarily, and not in the normal course of business, boards or cares for animals owned by others.

COMMERCIAL BREEDER KENNEL: an establishment, other than a personal kennel, engaged in the business of breeding animals for sale or exchange to wholesalers, brokers or pet shops in return for consideration. Commercial kennels – whether for breeding, boarding or training will need to be inspected by the ACO. Every first-time applicant for a new commercial kennel license must first obtain a special permit from the Zoning Board of Appeals, pursuant to Wayland Town Bylaws, Chapter 198, Zoning §198-203.1. Once the Zoning Board of Appeals makes a favorable decision, the application may then submit an application to the Town Clerk's Office to apply for a Kennel License.

VETERINARY KENNEL: a veterinary hospital or clinic that boards dogs for reasons in addition to medical treatment or care; provided, however, that "veterinary kennel" shall not include a hospital or clinic used solely to house dogs that have undergone veterinary treatment or observation or will do so only for the period of time necessary to accomplish that veterinary care.

The Select Board recommends approval - Vote 3-0-0

The Finance Committee recommends approval - Vote 6-0-0

ACTION: Select Board Member Anne Brensley made the motion for the Town to vote to amend the Town Code, Article 1, Regulations of Dogs § 91-1, Definitions, by deleting text that is struck through and inserting text that is underlined to read as printed under Article 15 on pages 58-59 of the Warrant for the 2024 Annual Town Meeting. The motion was seconded

Moderator Jones, observing no comments or ask questions, asked for a vote.

Majority Vote: Electronic vote – Yes – 162 / No – 7. Moderator Jones indicated the motion carries and disposed of Article 15.

True Attest Copy:

Trudy L. Reid, Town Clerk



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Article 16. Revise Town Code 91-2

Proposed by: Town Clerk

To determine whether the Town will vote to amend Town Code, Article 1 Regulation of Dogs, Chapter 91, Section 91-2: Vaccinations, licensing and fees by inserting text denoted by underlining and deleting text denoted as ~~strike through~~ as follows and further to accept the provisions of M.G.L. Chapter 140, Section 139(c) as incorporated herein:

§ 91-2: Vaccination, licensing and fees.

A. Three or fewer dogs.

(8) License due date/late fee. The application form for obtaining, renewing or transferring a license shall be distributed to each household no later than December 1 each year. Dog owners must return forms and fees to the Clerk by ~~January 15 (or the first business day thereafter, if the 15 falls on Saturday, Sunday, or legal holiday).~~ March 1st, (or the first business day thereafter if the 1st falls on a Saturday, Sunday, or legal holiday) Any license renewed after this date is overdue, and the owner must pay a late fee in addition to the license renewal fee. The overdue license fee and the late fee may be added to the owner's tax bill or may be recovered through the imposition of a municipal charges lien on any property standing in the name of the dog owner, pursuant to Massachusetts General Laws Chapter 40, § 58.

(9) Distribution of article and rabies symptoms list. At the first licensing period after this article becomes effective, the Town Clerk shall send a copy of the article to each household in Wayland. Thereafter, the Clerk shall give each new applicant or transfer applicant a copy of the article and shall have copies available at the Clerk's Office. The Clerk shall distribute a list of the symptoms of rabies with each dog license issued, as required under Massachusetts General Laws, Chapter 140, § 145.

(10) License fees. The fees for licensing each dog are:

(a) Annual license fee for each neutered or spayed dog over six months old: \$15.

(b) Annual license fee for each unaltered dog over six months old: \$20.

(c) License fee for any dog younger than six months: none.

(d) Fee to replace lost dog tag: \$5.

(e) Fee for transfer license: \$5.

(f) Late fee: \$25.

(g) No fee shall be charged for a license for a dog owned by a person aged 70 years or older.



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Article 16. Revise Town Code 91-2 (Cont'd)

(h) No license fee or portion thereof shall be refunded because of the subsequent death, loss, spaying or removal from the town or other disposal of the dog.

~~After a public hearing, notice of which is posted for at least two weeks in a conspicuous place in Town Building and published at least once, not less than two weeks prior to the time specified for the hearing, in a newspaper of general circulation within the Town, the Board of Health may change the foregoing license fees pursuant to Massachusetts General Laws Chapter 40, Section 22F. Any such changes shall take effect upon the filing of notice thereof in the Office of the Town Clerk.~~

The Select Board recommends approval – Vote 3-0-0.

The Finance Committee recommends Approval - Vote 6-0-0

ACTION: Select Board member Anne Brensley made the motion that the Town vote to amend the Town Code, Article 1, Regulation of Dogs, § 91-2, Vaccination, Licensing and Fees, by deleting text that is struck through and inserting text that is underlined, as printed under Article 16 on pages 59-60 of the Warrant for the 2024 Annual Town Meeting, and further, that the Town vote to accept the provisions of G.L. Chapter 140, Section 139(c) as incorporated into the Article. The motion was seconded. Ms. Brensley spoke in favor of Article 16 to improve the management and regulation of dog registration for both residents and the Town Clerk's office.

The Moderator, observing no questions or comments, proceeded to take a vote on Article 16. Electronic vote – Yes – 166 / No – 7. Moderator declared the motion carries and she disposed of Article 16.

True Attest Copy:

Trudy L. Reid, Town Clerk







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Article 17. Resolution in Support of Changing the State Flag and Seal of Massachusetts
Proposed by: Petitioners

To determine if the Town will vote to:

WHEREAS the land area now known as the Town of Wayland was the homeland of Indigenous Peoples long before the first settlers arrived in 1638 to colonize this area.

WHEREAS the imagery of the Massachusetts flag and seal – a white hand holding a Colonial sword over the head of an Indigenous person, above a Latin motto that translates: “She Seeks by the Sword a Quiet Peace Under Liberty” – is seen by many as a symbol of violence against Indigenous people and a memorial to the violent colonization of their homelands.

WHEREAS, for more than 50 years, Indigenous leaders have called for the flag and seal of Massachusetts to be changed.

WHEREAS, a Special Commission on [the] Official Seal and Motto of the Commonwealth issued a report on November 15, 2023, calling for the creation of an advisory body to be funded and charged with the task of working with the Secretary of the Commonwealth to hire a professional designer to create a new image for the flag and seal of Massachusetts.

WHEREAS, it is now up to the Massachusetts legislature to prioritize changing the flag and seal by establishing and funding the advisory group called for by the Special Commission, and giving the advisory group a deadline to complete its task and return with a final design image.

WHEREAS, as of this writing, 79 communities in the Commonwealth have voted to support changing the Massachusetts flag and seal including, recently, the Town of Sudbury.

NOW, BE IT RESOLVED that the Town of Wayland hereby adopts this resolution to support changing the Massachusetts flag and seal to better reflect the Commonwealth’s aspirations for harmonious and respectful relations between all people who now call Massachusetts home. Specifically, this resolution supports the recommendations of the Special Commission to change the Massachusetts flag and seal and to create an advisory body to be funded and charged with the task of working with the Secretary of the Commonwealth to hire a professional designer to create a new image for the Massachusetts flag and seal. The Town Clerk shall forward a copy of this resolution to Sen. Nick Collins and Rep. Antonio Cabral, co-chairs of the Joint Committee on State Administration, and Sen. Jamie Eldridge and Reps. Carmine Gentile and David Linsky, with the request that they continue their strong support for the work of the aforementioned Special Commission and advisory body and advocate for making a new flag and seal for the Commonwealth a top legislative priority.



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Article 17. Resolution in Support of Changing the State Flag and Seal of Massachusetts (Cont'd)

ACTION: The motion was made by Petitioner Karen Blumenfeld and seconded. Ms. Blumenfeld, speaking in favor of the motion reported the Indigenous Peoples lived in the land area now known as the Town of Wayland long before the first colonial settlers arrived in 1638. The Massachusetts flag and seal – with the image of a white hand holding a sword over the head of an Indigenous person – are seen by many as a symbol of the violent colonization of Indigenous Peoples' homelands.

In November 2023, a Special Commission on [the] Official Seal and Motto of the Commonwealth issued a long-anticipated report calling for creation of a funded advisory body to work with the Secretary of the Commonwealth to create a new image for the flag and seal. By way of this Resolution, our legislators will be asked to make the creation of a new flag and seal a top priority in the current legislative session. As of this writing, 79 communities in Massachusetts, including Sudbury, have voted to support changing the flag and seal. If the resolution is accepted by the Town of Wayland, the Town Clerk shall forward a copy of the resolution to Sen. Nick Collins and Rep. Antonio Cabral, co-chairs of the Joint committee on State Administration, and Sen. Jamie Eldridge and Reps Carmine Gentile and David Linsky with the request they continue their strong support of the work of the aforementioned Special Commission and advisory body and advocate for making a new flag and seal for the Commonwealth a top legislative priority.

RECOMMENDATIONS:

Select Board recommends approval - Vote 5-0-0

Finance Committee – takes no position on this article - Vote 7-0-0

Electronic Vote: Yes – 146 / No – 32

Moderator Miranda Jones stated the resolution carries. Seeing no further questions or comments, Ms. Jones disposed of Article 17.

True Attest Copy:

Trudy L. Reid, Town Clerk





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Article 18. Loker Elementary School Solar Agreement

Proposed by: Select Board

To determine whether the Town will vote to:

a) amend Article 18 passed at the 2021 Annual Town Meeting (2021 ATM) to authorize the Select Board to enter into and execute a renewable energy power purchase and/or net metering credit purchase agreement for the purchase of solar energy or net metering credits generated by a solar photovoltaic power generation system and related optional battery energy storage capacity to be installed and operated at Loker Elementary School, and to lease or license the related land and buildings for such system, for terms of up to twenty-five (25) years, on such terms and conditions as the Select Board deems to be in the best interests of the Town; and

b) authorize the Select Board, in conjunction with the Town Manager and Board of Assessors, pursuant to the provisions of Massachusetts General Laws Chapter 59, Section 5, Clause 45, with the approval of Town Counsel as to form, to decide to enter into and execute a structured tax or payment in lieu of tax (PILOT) agreement in connection with said solar photovoltaic power generation system to be installed and operated at the Loker Elementary School for a term of up to twenty-five (25) years, upon such terms and conditions as the Select Board shall deem to be in the best interest of the Town.

The Energy and Climate Committee recommends approval – Vote 5-0-0

The School Committee recommends approval – Vote 5-0-0

The Select Board recommends approval – Vote 3-0-0

The Finance Committee recommends approval – Vote - 7-0-0

ACTION: Carol Martin, Select Board member moved that the Town vote to

- a) amend Article 18 passed at the 2021 Annual town Meeting to authorize the Select Board to enter into and execute a renewable energy power purchase and/or net metering credit purchase agreement for the purchase of solar energy or net metering credits generated by a solar storage capacity to be installed and operated at Loker Elementary School, and to lease or license the related land and buildings for such system, for terms of up to twenty-five (25) years, on such terms and conditions as the Select Board deems to be in the best interests of the Town; and



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Article 18. Loker Elementary School Solar Agreement (Cont'd)

- b) authorize the Select Board, in conjunction with the Town Manager and Board of Assessors, pursuant to the provisions of Massachusetts General Laws Chapter 59, Section 5, Clause 45, with the approval of Town Counsel as to form, to decide to enter into and execute a structured tax or payment in lieu of tax (PILOT) agreement in connection with said solar photovoltaic power generation system to be installed and operated at the Loker Elementary School for a term of up to twenty-five (25) years, upon such terms and conditions as the Select Board shall deem to be in the best interest of the Town. The motion was seconded.


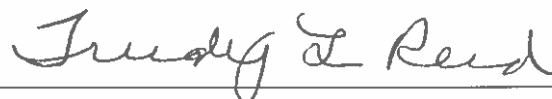
Select Board member Carol Martin spoke in favor of the motion while several voters had questions regarding the procurement process and tax incentives. John Harper, member of the Energy and Climate Committee was able to address some of the questions, indicating there would be a vendor selected under the competitive procurement process, and the cost of the project would be spread over many years.

Electronic Vote – Yes – 143 / No – 17

Observing no questions or comments, the Moderator declared the article passed and disposed of Article 18.

True Attest Copy:

Trudy L. Reid, Town Clerk



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Article 19. Rescind Unissued Debt

Proposed by: Select Board

To determine whether the Town will vote to rescind the previously authorized but unissued debt in the amount of \$2,500,000 related to the following borrowing authorization, that is deemed no longer necessary because the project funded by the borrowings was not undertaken:

1. Launcher Way Acquisition Authorized ATM 5/15/22, Article 22

The Select Board recommends approval - Vote 5-0-0

The Finance Committee recommends approval – Vote 6-0-0

ACTION: Thomas Fay, Select Board member moved the motion be adopted under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Electronic Vote – Yes – 156 / No – 2

Observing no questions or comments, the Moderator declared the article passed and disposed of Article 19

True Attest Copy:

Trudy L. Reid, Town Clerk






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Article 20. Fire Department Staffing Study

Proposed by: Select Board

To determine whether the Town will vote to appropriate the sum of \$39,000.00 to be provided by taxation, by transfer from unappropriated funds, by transfer of funds already appropriated for another purpose, by transfer from the Ambulance Receipts or otherwise, for the purpose of hiring a consultant to complete a staffing study for the fire department and make recommendations for optimal operational effectiveness.

The Select Board recommends approval - Vote 3-0-0

The Finance Committee recommends approval - Vote 5-0-0

ACTION: Select Board Chair William Whitney made the motion to move that the Town vote to appropriate the sum of \$39,000 to be provided by transferring said sum from the Ambulance Receipts for the purpose of hiring a consultant to complete a staffing study for the fire department and make recommendations for optimal operational effectiveness.

Chair Whitney spoke in favor of this motion on behalf of the Fire Chief, Neil McPherson. This study would look at recruiting procedures, current staffing, and compare Wayland's Fire Department to other area Fire Departments.

Electronic Vote – Yes = 139 / No = 15

Observing no questions or comments, the Moderator declared the article passed and disposed of Article 20.

True Attest Copy:

Trudy L. Reid, Town Clerk







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Article 21. Classification and Compensation Study for All Town Wage Scales

Proposed by: Select Board

To determine if the Town will vote to appropriate \$60,000 from Free Cash to hire a consultant to work under the direction of the Town Manager and Human Resources Manager to conduct a comprehensive Classification and Compensation Study of the following Town wage scales:

- Non-Union Wage Scale, N Schedule
- AFSCME Wage Scale, G Schedule
- Library Wage Scale, L Schedule
- Teamsters – DPW Wage Scale, D Schedule
- Fire Wage Scale, F Schedule
- Police Wage Scale, P and D Schedules

The Select Board recommends approval - Vote 3-0-0

The Personnel Board recommends approval - Vote 4-0-0

The Finance Committee recommends approval – Vote 6-0-0

ACTION: William Whitney, Select Board Chair made a motion to move that the Town vote to appropriate \$60,000 to be provided by transferring said sum from Free Cash to hire a consultant to work under the direction of the Town Manager and Human Resources Manager to conduct a comprehensive Classification and Compensation Study for the following Town wage scales:

- Non-Union Wage Scale, N Schedule
- AFSCME Wage Scale, G Schedule
- Library Wage Scale, L Schedule
- Teamsters – DPW Wage Scale, D Schedule
- Fire Wage Scale, F Schedule
- Police Wage Scale, P and D Schedules

Mr. Whitney spoke in favor of this motion indicating the last comprehensive classification and compensation study for non-union was conducted in 1997. In 2004, the Personnel Board oversaw a limited study of 57 union and non-union positions. One voter asked if there was a vendor in mind, Town Manager Michael McCall responded by saying it would be an outside vendor but will work with Town Manager and Human Resources Manager. School Committee Chair Erin Gibbons asked if the study would include school personnel; the Town Manager responded it would not.



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Article 21. Classification and Compensation Study for All Town Wage Scales (Cont'd)

Electronic Vote – Yes – 127 / No – 14

Observing no further questions or comments, the Moderator declared the article passed and disposed of Article 21.

True Attest Copy:

Trudy L. Reid, Town Clerk

Trudy L. Reid





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Article 22. Reaffirm Remote Participation at Town Meeting

Proposed by: Select Board

To see if the Town will vote to re-authorize the Select Board to petition the General Court for an act of special legislation entitled “Remote Participation in Town Meeting,” the full text of which is printed below, or take any other action relative thereto.

An Act authorizing remote participation at town meetings in the town of Wayland.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Notwithstanding chapter 39 of the General Laws, or any general or special law or charter provision to the contrary, the town of Wayland may hold annual and special town meetings with voters located in a common, physical location, fully remote or partially remote, to be known as a hybrid town meeting.

SECTION 2. Any town meeting held remotely or in hybrid form in accordance with this act shall be recorded and the recording shall be made available for public viewing on the town’s website for no fewer than 30 days following the conclusion of the meeting. The recording shall also be a permanent record of the town, subject to disclosure upon request.

SECTION 3. All actions taken at a remote or hybrid town meeting held in accordance with this act shall be ratified, validated and confirmed to the same extent as if the town meeting had been conducted entirely in person.

SECTION 4. This act shall take effect upon its passage.

The Select Board recommends approval – Vote 5-0-0

The Finance Committee recommends Approval – Vote 4-3-0

ACTION: Select Board Member Tom Fay moved that Article 22 be adopted under the Abbreviated Presentation Procedure as printed in the Warrant for the 2024 Annual Town Meeting. After several minutes of a few questions and comments, Moderator Jones, observing no others, called for a vote.

Electronic vote – Yes – 124 / No – 22

Moderator Jones stated the motion carries and disposed of Article 22.

True Attest Copy: Trudy L. Reid, Town Clerk



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Vice Chair Carol Martin, due to the lateness of the meeting, made a motion to adjourn the meeting until the following evening, Tuesday, May 14, 2024. Ms. Martin noticed residents were leaving and there was still much to cover in the meeting. Hearing no opposition, Moderator Jones adjourned the meeting until May 14, 2024, 6:45 PM.

The second night of Town Meeting was called to order by the Moderator Miranda Jones at 6:49 PM confirming the quorum had been met. Ms. Jones once again gave thanks to all of those that assist with the setup of Town Meeting to include the Town Manager and his staff, the Town Clerk and her staff, DPW Director Tom Holder and his staff, Facilities Director Ben Keefe and his staff, along with the ELVIS Committee, Police, Fire, WayCam and the time keeper who has served in this position since 2015. Moderator Jones also acknowledged Ben Keefe who will be retiring near the end of 2024 and this would be his last Town Meeting for Wayland.

Moderator Jones, for those that may not have attended the previous night of Town Meeting, started off with a test question in order to get use to the hand held clickers, and to be sure they were working properly. Once the housekeeping was concluded, Ms. Jones started the meeting with Article 23.



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Article 23. Extension of Moratorium on Synthetic Fields/Artificial Turf
Proposed by: Petitioners

To determine whether the Town will vote to amend the Town Bylaws by adding Section 95.2, entitled, "Extension of moratorium on Synthetic/ Artificial Turf," as shown below prohibiting the construction of synthetic or artificial turf on outdoor athletic fields located on Town land for an additional three years. This bylaw will not affect the use or maintenance of the existing synthetic turf field at the high school.

Town Code§ 95.2: Extension of Moratorium on Synthetic/Artificial Turf.

Purpose: The moratorium prohibiting the construction of synthetic or artificial turf on Town land- established in Section 95.1 expires in January 2025. Because (a) the construction of the natural grass field at the Loker Conservation & Recreation Area has experienced significant delays and (b) because many of Wayland's grass fields were not properly constructed, lacking proper drainage and irrigation, and the Town has not yet established a multi-year plan that would bring these grass fields to optimal condition and maintain them in that state using organic techniques the Town will not have adequate experience with "natural grass solutions based on the use of the latest techniques for grass field construction and organic maintenance" when the moratorium expires. More time is needed to determine if natural grass fields are viable alternatives for Wayland. Further, this extended moratorium allows the Town the opportunity, under the overall direction of the Town Manager, to examine the extent to which synthetic/artificial turf is injurious to public health and safety, the environment and the climate compared to natural grass solutions.

Moratorium Extension: The Town of Wayland shall neither install nor authorize or allow the installation of synthetic/artificial turf on any real estate owned by the Town for a period of three years from the expiration of the moratorium in § 95.1 or the effective date of this moratorium extension, whichever is later. This moratorium extension shall not apply to the installation or use of synthetic/artificial turf in indoor facilities. An indoor facility is one that has a permanent roof enclosed by permanent no removable, non-retractable walls and doors. This moratorium extension does not affect the use or maintenance of the existing synthetic turf field at the high school.

The Select Board recommends approval - Vote 5-0-0

The Finance Committee recommends approval - Vote 6-1-0



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Article 23. Extension of Moratorium on Synthetic Fields/Artificial Turf (Cont'd)

ACTION: Wayland resident and petitioner Paul Dale made the motion to move that the Town vote to amend the Town Code, Chapter 95 – Artificial or Synthetic Turf, by adding 95-2, entitled “Extension of Moratorium on Synthetic / Artificial Turf,” as printed under Article 23 on page 69 of the Warrant for the 2024 Annual Town Meeting. The motion was seconded. Mr. Dale spoke in favor of the Article indicating a moratorium would allow more time to develop, improve and understand the effectiveness of well-implemented and well maintained fields. At this time, there is not enough experience with the new grass field at the Loker Conservation and Recreation area, and there are other grass field that need upgrading. Wayland has taken other steps on other projects to be climate friendly, such as the construction of the new Council on Aging/Community Center, banning plastic bags and polystyrene food containers, and implementing a Wayland Climate Action Mobilization Plan, which recommends that the Town commit to grass field.

Several residents spoke in favor of the article, as well as in opposition. Those in favor stated that the watershed is against artificial fields, new problems with artificial fields are still being discovered, and recent heavy rains on the turf field caused drainage problems. Those in opposition focused on the disadvantages of grass fields getting wet, creating holes, and the costs to maintain turf fields. One resident asked what is being done to cover all sports that uses fields, and what is being done to support all grass fields? Brian Keveny, Finance Director approached the microphone to share FY25 budget information. The FY25 budget for the Department of Public Works only increased by 1/2% in the operating budget. No monies were allocated for capital costs for grass fields. Mr. Keveny also stated the Recreation Department has some monies in their FY25 budget to cover items such as replacing fences and signage if needed. He stated there is a challenge to meet all of the budgetary needs for all fields.

After several minutes of questions and comments, Moderator Jones observing no others, called for a vote.

Electronic vote – Yes – 235 / No – 128

Moderator Jones stated the motion carries and disposed of Article 23.

True Attest Copy:

Trudy L. Reid, Town Clerk





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Article 24. Community Preservation Act – Open Space Projects: Improvement at Pine Brook Conservation Area; Biocontrol of Purple Loosestrife at Cow Common; and Conservation Restriction, House Demolition, and Trail Construction for 27 Sherman's Bridge Road with Archaeological Monitoring
Proposed by: Community Preservation Committee

To determine whether the Town will vote to:

1. Appropriate from the Community Preservation Fund Open Space Fund:
 - (a) Not more than \$9,065 for installation of granite stairs to access the trails at Pine Brook Conservation Area; and
 - (b) Not more than \$6,000 for a biocontrol project to address invasive purple loosestrife at the Cow Common Conservation Area; and
 - (c) For the property at 27 Sherman's Bridge Road, not more than \$6,500 for legal fees associated with preparing the conservation restriction and not more than \$3,500 to endow monitoring of the conservation restriction; not more than \$13,781 for construction of an ADA-accessible trail; and not more than \$12,000 for demolition of the existing house; and
2. Appropriate from the Community Preservation Fund Uncommitted Fund for historic preservation purposes not more than \$15,000 to be expended by the Historical Commission for archaeological monitoring of the house demolition and trail construction at 27 Sherman's Bridge Road.

The Finance Committee recommends approval - 6-0-0

ACTION: Chair Weinstein took a few minutes to talk about CPC in general. The CPC committee receives grant applications for one or more of the 4 accounts money can be spent on, money which has already been allocated. Once the applications are received, the CPC committee will meet to discuss the applications, and approve which ones that should go before Town Meeting for their vote. All meetings are public.



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Article 24. Community Preservation Act – Open Space Projects: Improvement at Pine Brook Conservation Area; Biocontrol of Purple Loosestrife at Cow Common; and Conservation Restriction, House Demolition, and Trail Construction for 27 Sherman's Bridge Road with Archaeological Monitoring (Cont'd)

Susan Weinstein, Community Preservation Committee Chair moved the motion under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Several voters asked questions and made comments regarding the installation of stairs to access the trails at Pine Brook Conservation area. Mr. Myerow made a motion to amend to replace “for construction of an ADA-accessible trail” with “to determine the feasibility of an accessible train, create a detailed trail plan, and subsequent construction, if feasible.” Mr. Myerow spoke in favor of his motion. Chair Weinstein spoke against motion saying that other plans cannot be achieved with the amount of monies allocated, CPC cannot grant additional monies. CPC Chair Sean Fair commented the amended motion would change the intent. Resident Steve Myerow, 14 Red Barn Road asked several questions regarding issues such as the width of the trail, and what types of disabilities would be accommodated. CPC Chair Fair responded by indicating only the driveway would be ADA, and the backside would not be ADA accessible. After hearing a few more comments and questions, Town Counsel confirmed the motion to amend is appropriate, the amendment does not change the amount in the main motion.

There was a motion to move the question, and a 2nd. The vote to terminate debate on the amended motion was by electronic vote – Yes / 364 – No/19. Moderator Jones announced the motion to terminate the debate carried. Ms. Jones moved to take a vote on the amendment. Election Vote – Yes / 106 – No / 271. Moderator Jones stated the motion failed on the amendment. Moving on to the main motion, the Moderator asked for a vote.

Electronic vote – Yes – 327 / No – 52

Moderator Jones stated the motion carries and disposed of Article 24.

True Attest Copy:

Trudy L. Reid, Town Clerk





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Article 25. Community Preservation Act – Recreation Project: Wayland Community Pool Rehabilitation & Improvements at Cochituate Ball Fields

Proposed by: Community Preservation Committee

To determine whether the Town will vote to appropriate from the Community Preservation Fund Uncommitted Fund for recreation purposes:

- (a) not more than \$154,000 to be expended by the Town for improvements to the softball fields at the Cochituate Ball Fields; and
- (b) not more than \$296,000 to be expended by the Wayland Community Pool to rehabilitate the pool and associated infrastructure.

The CPC recommends approval. Vote 7-1-0

The Select Board recommends approval for both recreation projects. Vote: 5-0-0

The Finance Committee recommends approval. Vote: 6-0-0

ACTION: Community Preservation Committee Chair Susan Weinstein made the motion that the Town vote to appropriate from the Community Preservation Fund Uncommitted Fund for recreation purposes:

- (a) \$154,000 for improvements to the softball fields at the Cochituate Ball Fields, to be expended under the direction of the town Manager; and
- (b) \$296,000 to rehabilitate the pool and associated infrastructure, to be expended by the Wayland Community Pool, Inc., subject to a grant agreement to be entered into by the Select Board on such terms deemed to be in the best interests of the Town

Ms. Weinstein spoke in favor of the motion which would allow replacements of toilets, showers in the locker rooms, the roof over the showers, starting blocks, a diving board and a handicapped chair lift at the Wayland Community Pool. This work will bring the pool into compliance with health, federal, state or local building or access codes. Also included in the funding would be a variety of improvements to the softball fields to include design fees, installation of backdrops and ADA-compliant bleachers and related infrastructure improvements.



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Article 25. Community Preservation Act – Recreation Project: Wayland Community Pool Rehabilitation & Improvements at Cochituate Ball Fields (Cont'd)

Several questions were asked regarding why CPC funding is being used instead of user fees in which Ms. Weinstein responded that some user fees would be used. A second question included if the CPC funds would be used to improve field drainage, in which Ms. Weinstein responded no funds would be used for drainage improvements.

A resident questioned if the funding was limited to only the softball fields, in which Ms. Weinstein responded there are no intentions to limit the funding to only the softball fields.

The Moderator, observing no further questions or comments, proceeded to take a vote on Article 25.

Electronic vote – Yes – 332 / No – 55

Moderator declared the motion carries and she disposed of Article 25.

True Attest Copy:

Trudy L. Reid, Town Clerk







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Article 26. Amend Zoning Bylaws and Town Zoning Map - MBTA Communities Multi-Family Housing

Proposed by: Planning Board, Select Board

To see if the Town will vote to amend Chapter 198 of the Code of the Town of Wayland to:

- 1) Add a new Article 27 Multi-Family Housing Overlay Zoning District, in substantially the following form;
- 2) Add 198-302.1.11. A Multi-Family Housing Overlay District that includes land in four sub-districts as follows:

302.1.11.1. "Route 20 West" that includes the land shown as Lots 1, 2, and 3 on Plan 1807 of 1985, insofar as they are within the limits of the Town of Wayland, on file at the Middlesex South Registry of Deeds;

302.1.11.2. "River's Edge West" that includes the land shown as Lot A and a portion of Lot E on a plan entitled Multi-Family Housing Overlay District – River's Edge West Sub-District Wayland, Massachusetts, dated March, 2024, a copy of which is on file at the Office of the Town Clerk and at the Department of Public Works Engineering Division;

302.1.11.3. "Town Center Development Area" that includes the land shown as Lot 7-1, a portion of Lot 1-1-C and a portion of Lot 2-1 on a plan entitled Multi-Family Housing Overlay District – Town Center Development Area Sub-District Wayland, Massachusetts, dated March, 2024, a copy of which is on file at the Office of the Town Clerk and the Department of Public Works Engineering Division;

302.1.11.4. "Planned Development District – Central" that includes the land shown as Lot 17 on the Middlesex South Land Registration Office Plan 16568L, Sheet 5, dated August 2, 1979.

- 3) Add to 198 Attachment 1 Table of Dimensional Requirements the words "Multi-Family Housing Overlay District – Requirements of Article 27 apply"; and
- 4) Amend the Town Zoning Overlay Districts Map to add the Multi-Family Housing Overlay District.



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Article 27. Multi-Family Housing Overlay District

198-2701. Purposes

2701.1. The purpose of the Multi-Family Housing Overlay District (MFHD) is to:

2701.1.1 Provide for multi-family housing development in accordance with M.G.L. c. 40A,

§ 3A and the Section 3A Compliance Guidelines of the Executive Office of Housing and Livable Communities (EOHLC), as may be amended from time to time;

2701.1.2. Implement the Wayland Housing Production Plan;

2701.1.3. Encourage the production of a variety of housing sizes and types to provide access to new and redeveloped housing for people with a variety of needs and income levels;

2701.1.4. Locate housing in areas to promote public health and meet the community's environmental goals, including maintaining open space, reducing greenhouse gases and improving air quality;

2701.1.5. Locate housing in or near existing developed areas and roadways;

2701.1.6. Provide multi-family housing that is well integrated into Wayland's land use patterns; and

2701.1.7. Increase the tax base through private investment in new housing development.

198-2702. Definitions

2702.1. As used in this article, the following terms shall have the meanings indicated:

Affordable dwelling unit – A residential unit that is restricted in perpetuity for sale, lease or rental to a qualified income-eligible household at specific price limits that qualify such residential unit for inclusion in the Chapter 40B Subsidized Housing Inventory maintained by the Commonwealth of Massachusetts Executive Office of Housing and Livable Communities.



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Building – A structure with a roof supported by walls and intended to shelter people or goods.

Building height – The distance, measured vertically from the average grade to the highest roof element. However, limitations in height shall not apply to chimneys, ventilators, skylights, tanks, bulkheads, penthouses or similar enclosures for mechanical equipment and stairways, nor to solar panels and other necessary features usually carried above roofs so long as such features are not used for living purposes and, to the extent practical, are screened from view. Wireless communications facilities may not be erected except in compliance with Article 15 or Article 15A.

Development and Use Plan – A comprehensive plan depicting an entire development scheme on a lot and/or lots to ensure that site layout, building design, and outdoor amenity spaces meet the Design Standards for Site Layout and Development as established by the Planning Board.

Dwelling unit – A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation; but no trailer, trailer coach or mobile home, whether or not self-propelled, and whether or not the wheels thereof may have been removed, shall be construed to be a dwelling.

Grade – A reference plane representing the average of finished ground adjoining the building at all exterior walls, established by the lowest points within the area between the building and a point six feet from the building.

Lot – An area of land with definite boundaries that is used or available for use as the site of a building or buildings.

Lot coverage – The percentage of a lot that may be covered by the footprint of buildings and the footprint and roofs of other structures.

MFHD -- Multi-Family Housing Overlay District



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Mixed-use – A combination of residential and commercial uses including retail, office, municipal, or service establishments.

Multi-family housing – A building with three or more residential dwelling units or two or more buildings on the same lot, each of which has more than one residential dwelling unit in each building.

Resident – For purposes of determining applicability of the local preference option for an initial offering of an affordable dwelling unit, a “Resident” is a person who has been registered as a Wayland resident with the Wayland Town Clerk pursuant to M.G.L. c. 51, § 4 and would be considered a resident under the United States Census Bureau’s residency guidelines.

Setback – The shortest distance from the lot line to the wall of a building or structure.

Structure – A combination of materials assembled at a fixed location to provide support or shelter.

Townhouses – A form of multi-family housing comprised of three or more attached vertical multi-floor dwelling units that share one to two walls with adjacent dwelling units but each unit has its own entrances.

198-2703. Establishment of Multi-Family Housing Overlay District

2703.1. The MFHD is an overlay district shown on the Town of Wayland Zoning Overlay Districts map on file with the Town Clerk and is comprised of the following sub-districts, all of which are shown on the map:

2703.1.1. Route 20 West – Parcel Nos. 21-006, 21-006A, and 21-CM1;

2703.1.2. River’s Edge West – the western portion of Parcel No. 22-006;



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2703.1.3. Town Center Development Area – Parcel No. 25-052E and portions of Parcel Nos. 23-052 and 23-052C;

2703.1.4. Planned Development District - Central – Parcel No. 45-CM3.

198-2704. Applicability

2704.1. The MFHD shall not replace existing zoning districts or zoning overlay districts, but shall be superimposed over them. At the option of the property owner, development and use of land within the MFHD may be undertaken subject to compliance with the requirements of this Article 27 or by complying with the standards or procedures of the underlying district or another applicable overlay district.

2704.2. Developments proceeding under this Article 27 shall be governed by the provisions of Article 27 and the standards and procedures of the underlying district, another applicable overlay district, and other sections of the zoning bylaw shall not apply unless specifically referenced. Where the MFHD authorizes uses not otherwise allowed in the underlying district, the provisions of the MFHD shall control.

2704.3. Per M.G.L. c. 40A, § 6, any building, structure or use lawfully in existence prior to the February 27, 2024 first publication of notice of a public hearing on this Article 27 may be continued in existence even though such building, structure or use does not conform to the requirements of Article 27.

198-2705. Administration

2705.1. The Planning Board shall be the site plan review authority under this Article.

2705.2. Where the MFHD requires a special permit, the Planning Board shall be the special permit granting authority pursuant to the standards established in M.G.L. c. 40A, § 9.

2705.3. The Planning Board shall adopt, maintain and file with the Town Clerk a set of regulations to facilitate site layout, site and building design, and outdoor amenity spaces and that contain the necessary policies, definitions, fee structures, procedures,



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and requirements to implement the provisions of this article including procedures for the Board to engage outside consultants pursuant to M.G.L. c. 44, § 53G.

198-2706. Permitted Uses

2706.1. All developments under this Article shall include multi-family housing and all residential uses under this Article shall be multi-family housing.

2706.2. Subject to an Article 27 approved Development and Use Plan, depicted below as site plan review (SPR), the principal uses set forth below are permitted as of right in the MFHD:

Permitted Use As of Right	Route 20 West	River's Edge West	Town Center Develop. Area	Planned Development District - Central
Principal Use:				
Multi-family housing	SPR	SPR	SPR	SPR

2706.3. Subject to special permit (SP) and an Article 27 approved Development and Use Plan, the uses set forth below are permitted in the MFHD:

Permitted Uses – Special Permit & Site Plan Review	Route 20 West	River's Edge West	Town Center Develop. Area	Planned Development District - Central
Mixed-use	SP & SPR	SP & SPR	SP & SPR	NO



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198-2707. Site Development Standards

2707.1. Dimensional Requirements and Aggregate Limits

Dimensional Requirements & Aggregate Limits	Route 20 West	River's Edge West	Town Center Develop. Area	Planned Development District - Central
Basic Requirements:				
Minimum lot size	2 acres	5.5 acres	4 acres	25 acres
Minimum frontage	50 ft.	50 ft.	50 ft.	50 ft.
Minimum setbacks:				
Front	30 ft.	30 ft.	20 ft. (30 ft.*)	30 ft.
Rear	15 ft.	15 ft.	15 ft. (30 ft.*)	15 ft.
Side	15 ft.	15 ft.	15 ft. (30 ft.*)	15 ft.
Maximum building height	35 ft.	45 ft.	35 ft.**	35 ft.
Maximum lot coverage	25%	20%	28%	20%
Maximum units per acre	20	32	27	10

*30 ft. only at the eastern boundary of Parcel 23-052C adjacent to Parcel 23-CM2.

** The height limitation may be increased to 40 feet in order to accommodate purely architectural features such as gables and parapets.



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2707.2. Off Street Parking Spaces

A minimum number of off-street parking spaces shall be provided for residential uses in the MFHD:

Off-Street Parking Spaces	Route 20 West	River's Edge West	Town Center Develop. Area	Planned Development District - Central
Minimum number per dwelling unit	1.5	1.5	1.25	2

2707.3. Design Standards for Site Layout and Development

2707.3.1. In conducting its review, the Planning Board shall apply the design standards expressed in the regulations adopted to implement the provisions of this Article 27 including site layout, building design, outdoor lighting, signage, site amenities, landscaping, screening, buffers, storm water management, open space, as well as parking requirements for non-residential uses.

2707.3.2. Landscaping within the MFHD shall be designed to: promote the establishment, protection and enhancement of the natural landscape; ensure the appropriate use of plant materials; preserve natural tree cover; and promote inclusion of new tree plantings in order to reduce visual blight, noise and glare, prevent soil erosion, reduce storm water runoff, increase groundwater discharge, create shade, and reduce solar overheating.

2707.3.3. Screening and buffering should create visual barriers between features of the development from public streets and abutting properties, including dumpsters and trash handling areas, mechanical equipment at ground level and on rooftop, service entrances and utility facilities for building operation, loading docks and spaces, and aboveground backflow preventers.



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2707.4. Inclusion of Affordable Dwelling Units

2707.4.1. In lieu of the requirements of Article 22 of the Town's Zoning Bylaw (the "Inclusion of Affordable Housing"), the provisions of this Article 27 shall apply.

2707.4.2. A minimum of 10% of the dwelling units on any lot in the MFHD shall be affordable units, subject to a cap on household income eligibility of not less than 80% of area median income.

2707.4.3. If, when applying the percentage to the total number of units to determine the number of required affordable units, the number of affordable dwelling units results in a fraction, the number shall be rounded down to the nearest whole number.

2707.4.4. No project may be divided or phased to nullify or reduce the number of required affordable dwelling units.

2707.4.5. Affordable dwelling units shall be similar in size and indistinguishable from market-rate units with regard to quality of interior and exterior materials and finishes, shall be distributed proportionately among unit sizes and throughout the development, and shall have use of all common areas including parking areas and amenities.

2707.4.6. Affordable dwelling units shall be rented or sold subject to deed restrictions, restrictive covenants, contractual agreements, and/or other mechanisms restricting the use and occupancy, rent levels, and sales prices of such units to assure their affordability over time. Restrictive instruments shall be subject to review and approval by Town Counsel and shall be recorded with the Middlesex South Registry of Deeds prior to the commencement of any construction. Any condominium documents and fees shall be subject to review and approval by the Planning Board prior to issuance of a building permit.

2707.4.7. At the request of the Town, a monitoring agreement for oversight of affordability restrictions shall be entered into and shall be recorded with the Middlesex South Registry of Deeds prior to the issuance of the first building permit for any dwelling unit in the project.



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2707.4.8. To the maximum extent permitted by law and, if applicable, any federal or state financing or subsidy program supporting the development, first preference for the initial offering of an affordable dwelling unit shall be given to households that meet one or more of the following criteria:

2707.4.8.1. At least one member of the household is a Resident of the Town of Wayland at the time of an affordable unit lottery application deadline;

2707.4.8.2. At least one member of the household is either a daughter, son, parent or sibling of a Wayland Resident;

2707.4.8.3. At least one member of the household is a municipal employee of the Town of Wayland.

198-2708. Decision and Appeals

2708.1. The Planning Board shall issue a Decision on the Development and Use Plan in accordance with the regulations adopted to implement the provisions of this Article 27 and shall file the decision with the Town Clerk.

2708.2. Any person aggrieved by the Planning Board's decision may appeal per M.G.L. c. 40A, § 17 within 20 days after the MFHD Development Plan Approval decision has been filed with the Town Clerk.

Select Board recommends approval - Vote: 5-0-0

Planning Board recommends approval - Vote: 4-0-1

The Finance Committee recommends approval - Vote: 6-1-0

ACTION: Anette Lewis, Chair of the Planning Board made a motion that the Town vote to amend its Zoning Map and Zoning Bylaws, Chapter 198 of the Town Code as follows:



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- 1) By adding a new Article 27 Multi-Family Housing Overlay Zoning District;
- 2) By adding Section 198-302.1.11. A Multi-Family Housing Overlay District that includes land in four sub-districts described on pages 74-75 of the Warrant for the 2024 Annual Town Meeting as “Route 20 West”, “River’s Edge West”, Town Center Development Area”, and “Planned Development District – Central”;
- 3) 3) By adding Chapter 198, Attachment 1 – Table of Dimensional Requirements the words “Multi-Family Housing Overlay District – Requirements of Article 27 apply”; and
- 4) By amending the Town Zoning Overlay Districts Map to add the Multi-Family Housing Overlay District – Central” described on pages 74-75 of the Warrant for the 2024 Annual Town Meeting and as shown in Appendix C on page 124 of the Warrant for the 2024 Annual Town Meeting.

The full text of said amendments are printed under Article 26 on pages 74-80 of the Warrant for the 2024 Annual Town Meeting. The motion was seconded.

Ms. Lewis took a few moments to speak in favor of this article. She indicated many areas in Wayland are not eligible for inclusion in his program (for example, publicly-owned and institutional lands), but the Planning Board prioritized areas with large lots and areas where redevelopment would be compatible with existing surrounding uses and would minimize disruption to established neighborhoods and businesses. Ms. Lewis indicated the state guidelines have made it clear the law is not aimed at increasing the affordable housing stock and there is no requirement to construct a specified number of housing units.

Resident Bill Steinberg spoke in opposition of Article 26. He stated there is a need to further study in order to look at vacant parcels that currently provide no revenue to the Town. He continued to say Wayland has significant projects that are needed in the next few years, a town budget that is very close to the limits of Proposition 2 ½ for the first time in over a decade, there are several potential sites for a large neighborhood development that could provide significant new income to the Town, the current article set forth by the Planning Board does not provide for definitions for the building code, such as height of the buildings and setbacks, and it would be good to select a site for the new development that does not impact existing



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homeowners, which the current article does. Mr. Steinberg suggested the Town could come back in the fall at a Special Town Meeting which would allow the residents more time to study the plan proposed by the Planning Board.

Select Board Chair Bill Whitney spoke in favor of the Article, sharing that the Select Board voted 5-0 in support of the overlay district the Planning Board is proposing. He also stated that the Planning Board had been working on the proposed amendments for many months and had received state grants that allowed for the development of the current proposal.

Several other residents spoke in favor of and in opposition to the Article stating reasons such as more time for residents to learn more about the plan, the state law is flawed because it does not allow for age restrictions, and the state timeline is tight. Carol Martin, Select Board Vice Chair spoke against waiting until the fall to call a Special Town Meeting due to the fact the Planning Board held hearings and public informational sessions, and a Special Town Meeting is very costly to the Town and has not been planned into the FY25 budget.

Mr. Steinberg made a motion to refer the Article for a further study, with a second made. After several more comments and questions from residents, Karen Blumenfeld called the question. An electronic vote was taken to terminate the debate on the amended motion, which requires a 2/3 majority vote. By way of electronic voting, 301 voted yes to terminate the debate and 55 voted no to terminate the debate. The Moderator declared the motion passes and the debate was terminated. The Moderator asked for a vote on the motion to refer the Article for further study. By electronic voting, 108 voted yes to refer to study and 247 voted no for further study. The Moderator declared the motion failed.

Electronic vote – Yes – 232 / No – 117

The Moderator stated usually a zoning bylaw requires a 2/3 vote, but because this article was mandated by the State, only a majority vote is required. Moderator Jones declared the motion carries and disposed of Article 26.

True Attest Copy:

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Article 27. Amend Zoning Bylaw to Add Retail Self-Storage as Additional Commercial Use in a New Business B Zone Subdistrict B-1

Proposed by: Petitioners

To see if the Town will vote to amend the Town Code, Chapter 198, Zoning, to include a new use of “Retail Self-Storage” and to amend the Zoning Map to create a new Sub-District B-1 to consist of Assessor Map and Parcel as detailed below, with such use to be allowed by Special Permit by the Zoning Board of Appeals in the Business B-1 District, by inserting the text shown as **bolded and underlined** as follows:

- A. By amending Section 198-104.2 DEFINITIONS by inserting, in alphabetical order, a new definition for “**RETAIL SELF-STORAGE**” as “**A facility containing separate, individual, and private storage spaces of varying sizes leased or rented for varying period of time for personal, household, or small business storage, which shall not include Warehouse/Distribution as defined herein, storage of hazardous materials, or operation of a business from a storage unit.**”.
- B. By amending Section 198-803 Designation. by inserting after Section 301.1.4 a new Section 301.1.4.1 as follows “**301.1.4.1. Subdistrict B-1.**”
- C. By amending Section 198-506 Off-street parking by inserting a new 506.1.12 after 506.1.11 as follows: “**506.1.12. Retail Self Storage, one space for every 15,000 square feet of floor area plus such additional spaces for the Community Space (as defined in Section 1102.1.5.1.2.10) as the ZBA shall deem necessary to provide a maximum of safety and a minimum of congestion on the adjacent roadways, which Community Space parking may be provided pursuant to Section 506.1.11.**”.
- D. By amending Section 198-802, ATTACHMENT 3 – Table of Permitted Principal Uses by Districts by inserting under the Business Uses column a new use number 15.1 “**15.1 Retail Self-Storage**” to be allowed as follows:



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Uses	Single Residence	Roadside Business	Business A	Business B	Light Manufacturing	Limited Commercial	Site Plan Approval
15.1. Retail Self-Storage	No	No	No	No Subdistrict B-1 SP ⁴	No	No	R

4. ZBA is the Special Permit Granting Authority [footnote]

E. By amending Section 198-803 by inserting a new 803.1.16 as “803.1.16 Retail Self-Storage.”

F. By amending Section 198-801 ATTACHMENT 1 – Table of Dimensional Requirements by inserting under the Business B Use column “Retail Self-Storage” subject to the following dimensional requirements:

Districts	Use	Minimum Lot Area (sq.ft.)	Maximum Lot Coverage	Minimum Frontage (Ft.)	Minimum Yard Setback				Maximum Height The Lesser of:	
					Front		Rear	Side	Ft.	Stories
<u>Business B (Subdistrict B-1)</u>	<u>Retail Self-Storage</u>	<u>None</u>	<u>35%</u>	<u>None</u>	From Lot Line (ft.)	From ROW Center Line (ft.)	From ROW Center Line (ft.)	From Lot Line (ft.)	<u>35'</u>	
					<u>135'</u>		<u>25'</u>	<u>25'</u>		



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- G. By amending the Zoning Map to create a new Sub district B-1 within the Business B Zoning District to consist of property located at 193 Commonwealth Road identified as Assessors Map 51D, Parcel No. 019, also as shown on the map attached hereto.
- H. By amending Article 11 Business Districts, Section 198-1101, and inserting “**1101.2. Subdistrict B-1 is hereby established in the Business B zoning district. Subdistrict B-1 is a subdistrict within the Business B District comprised of parcel of land on Commonwealth Road in Wayland, Massachusetts, identified as Assessors Map 51D, Parcel No. 019, also as shown on the Zoning map. In Subdistrict B-1, no building or structure, and no alteration, enlargement or extension of an existing building or structure, may be constructed and no building, structure, or lot or part thereof may be used for any purpose or manner other than use allowed in the Business B District or as Retail Self-Storage with Community Space as allowed under Subdistrict B-1. The provisions of Section 198-203 Special Permits shall apply to this section. Where there is an inconsistency between the dimensional requirements and permitted uses of the Business B District and the Business B-1 Subdistrict, as applicable to Retail Self-Storage, the provisions of the Business B-1 Subdistrict shall apply.**”
- I. By amending Section 1102 by inserting a new 1102.1.5 after 1102.1.4 as follows:
- “1102.1.5 Retail Self-Storage.**
- 1102.1.5.1. Retail Self-Storage shall be permitted in those districts as described by the Table of Permitted Uses by District, Section 198-802. Retail Self-Storage uses shall comply with the following requirements, and a finding of such compliance shall be a prerequisite to the issuance of a special permit by the ZBA:**
- 1102.1.5.1.1. That the proposed use will not increase the intensity of use on the site to a level that will adversely impact land uses in the area, pedestrian or motor vehicle traffic or the public welfare;**



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1102.1.5.1.2. That the proposed use is designed and operated in a manner that preserves the community's distinctive village character, including the following:

1102.1.5.1.2.1 The use of a sloped roof facing active abutters on any third story of any building, so that any three-story building appears as a two-story structure with peaked roof on its prominent facades;

1102.1.5.1.2.2 Use of architecture that is articulated with doors, windows, eaves and rooflines, and materials including cladding and/or masonry, to complement the surrounding village scale and feel;

1102.1.5.1.2.3 Maximum individual façade length of 175' where the length must be articulated at not less than every 75'

1102.1.5.1.2.4 The use of muted or historic village colors, including avoiding the use of bright, glowing, or fluorescent colors;

1102.1.5.1.2.5. Signage to be low profile plinth signage, front lit and subject to Section 198.501.

1102.1.5.1.2.6 Outdoor light levels shall not exceed one footcandle along property lines, nor 10 footcandles for any location on the property. Any light poles, new or existing, may not exceed 18 feet in overall height. All outdoor light fixtures must be shielded and aimed down in order to prevent light trespass onto adjacent properties.

1102.1.5.1.2.7 Loading areas shall be located interior to the building. Loading docks (interior or exterior) and exterior storage loading doors are not allowed.

1102.1.5.1.2.8 No overnight operation of the facility.

1102.1.5.1.2.9 Preclude chain link or any perimeter security fencing, unless aesthetic fencing specifically requested by the ZBA.



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1102.1.5.1.2.10 Provision of, to counteract the passive nature of the Retail Self-Storage use, a minimum 3% of total square footage as a Community Space, which shall be located and designed to help activate the ground floor primary building façade/corner. For the purposes of this article, “Community Space” is defined as space owned or controlled by the Town for public arts, recreation and/or community purposes, where such space may be operated by a local non-profit entity to whom the Town leases or grants use of the Community Space for such purposes.

1102.1.5.1.2.11 Achieve Net Zero energy efficiency for the property, including rooftop solar only (i.e. no parking lot nor ground-mount solar)

Zoning Map - Map 51 D, Parcel No. 019

[see Appendix E]

Zoning District Legal Description (if needed) – Map 51D, Parcel No. 019

[see Appendix E]

The Finance Committee voted to defer recommendation to Annual Town Meeting. Vote: 5-1-0

ACTION: Rebecca Stanizzi, petitioner made a motion to move that the Town vote to refer Article 27 for further study to the Select Board for review of: 1) potential tax revenue benefits with the Finance Committee, appropriateness of use, design and compliance with the Town’s Master Plan, 2) in joint discussion with the Planning Board, Design Review Board and the community and 3) Town Counsel advice as it pertains to concerns of spot zoning. The motion was seconded.

Several residents had questions and comments pertaining to Article 27: area is not suited for proposed structure, if there is a study committee, would additional hours of board and/or staff be required, and how would the Planning Board support Article 27. Several comments in favor of the Article included a self-storage could be used as a buffer between residential and commercial, it would help to generate new taxes for Wayland. Those against the Article commented the petitioner had been before the Planning Board for two hearings, several public forums were



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hosted over the last several months; two residents indicated Wayland has too many boards and committees and to add another study committee would take up time of staff and residents. A resident made a motion to move to terminate debate, and it was seconded.

The Moderator indicated a motion to terminate the debate would be a 2/3 majority vote. By way of electronic voting, Yes – 267 / No – 18. The Moderator declared the motion to terminate the debate carried.

The Moderator then asked for a vote on the motion to refer Article 27 for further study.

Electronic vote – Yes – 80 / No – 211

A resident questioned as to why there would be no vote on the original motion. Moderator Jones explained since the petitioner chose to refer the Article to a study, there would be no vote on the original motion as printed in the 2024 Warrant Book.

The Moderator declared the motion failed, and disposed of Article 27.



True Attest Copy:

Trudy L. Reid, Town Clerk





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Article 28. Solar Compact Development for Wayland
Proposed by: Petitioners

To see if the Town will vote to amend the Town Code, Chapter 198, Zoning, to amend Article 18 Conservation Cluster Development District to allow Solar Compact Conservation Clusters, embodying Wayland's Green Community commitment by encouraging conservation clusters which prioritize green land use, housing design and agriculture, by amending Section 198-1803 to add a new section 1803.1.8, and by amending Section 198-1805 to add a new section 1805.3, and by amending Section 198-1807 to add a new section 1807.2 as follows:

- 1803.1.8 For a Conservation Cluster Development which includes rooftop solar, high performance energy standards, efficiently sized units, clustered community-centric design, agriculture, and land and water conservation, hereafter a "Solar Compact Conservation Cluster", a total of two dwelling units per acre on the tract of land shall be allowed, with frontage, lot size, setback and driveway Conservation Cluster Development requirements waived. A site plan that shows all of the information required for a definitive sub-division plan as in the Planning Board Subdivision Regulations is not required. Approval shall be by the Planning Board by Site Plan Approval, as long as all Solar Compact requirements listed below are met.
- 1803.1.8.1 The area of tract of land is not less than 8 acres.
- 1803.1.8.2 Minimum setback shall be 50 feet to any lot line. Existing natural tree cover shall be maintained in this setback, except as needed for driveway access.
- 1803.1.8.3 All paving may be semi-permeable, including gravel. Site driveways shall not be considered as roadways, and existing driveways may be reused, all with the intent to minimize paved surfaces and reduce light pollution and land disturbance.
- 1803.1.8.4 Minimum dwelling unit size in 450 square feet and maximum dwelling unit size is 2,000 square feet. Units shall be semi-detached, connected to each other on at least one level but not all levels (i.e. specifically precluding multifamily buildings with multiple units on multiple floors), and more than four units may be connected in the manner, to minimize overall land use.



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- 1803.1.8.5 The development shall achieve a HERS net zero rating (Home Energy Rating System equal to 0) as determined by a certified HERS rater.
- 1803.1.8.6 Rooftop solar panels shall be installed at a minimum of 450 square feet per dwelling or accessory dwelling unit. The maximum height of any sloped roofline to accommodate such panels may exceed the typical 35' residential height limit, only if the maximum height does not exceed 20' above the ground elevation of the nearest lot line, to ensure visual impacts to neighboring parcels, if any, are minimized.
- 1803.1.8.7 Any unit may have an accessory dwelling unit ("Solar Compact ADU") no larger than 900 square feet. Primary Units may be any size. Any such Solar Compact ADU shall be included in the unit density count of two units per acre.
- 1803.1.8.8 At least 70% of the land area of the tract of land shall be set aside as Open Land to be owned by a trust or association to be owned by the unit owners within the tract.
- 1803.1.8.9 A minimum of five acres of the Open Land shall be utilized for agriculture. Greenhouses and ancillary farm structures are allowed.
- 1803.1.8.10 Roof storm water shall be collected and stored for irrigation and grey water uses, including the use of cistern structures within, and adjacent to buildings.
- 1805.3 For a Solar Compact Conservation Cluster, approval and decision shall be by Site Plan Approval in accordance with Chapter 198, Article 6
- 1807.2 Site plan approval granted under this article for Solar Compact Conservation Cluster shall lapse within 60 months if substantial construction has not begun by such date, except for a good cause shown and approved by the Planning Board.

The Select Board deferred its recommendation until Town Meeting - Vote: 4-0-0
The Finance Committee deferred its recommendation, if any, until Town Meeting.



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Article 28. Solar Compact Development for Wayland (Cont'd)

ACTION: Windsor Mallett moved that the Town vote to refer the Solar Compact Conservation Cluster Development, the full text of which is printed under Article 28 on pages 87-88 of the Warrant for the 2024 Annual Town Meeting, to the Planning Board for further study. Mr. Mallett indicated that the Planning Board does have an interest in helping with this article, and a yes vote would allow the Planning Board more time to study the development.

There were several comments and questions by those in attendance. Moderator Jones reminded those in attendance the motion was on the study, not the development.

Hearing no further comments, Ms. Jones preceded to a vote.

Electronic vote – Yes - 136 / No - 37

Moderator Jones stated the motion carries and disposed of Article 28.

True Attest Copy:

Trudy L. Reid, Town Clerk

Trudy L. Reid





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Article 29. Solar Agreements for Council on Aging Facility/Community Center

Proposed by: Select Board

To determine whether the Town will vote to:

- a) authorize the Select Board to lease, as lessor, or license portions of the Council on Aging/Community Center (“CoA/CC”) building and parking lot at 8 Andrew Avenue for a term of not more than twenty five (25) years for the installation and operation of solar photovoltaic power generation systems to be installed and operated on the roof of the CoA/CC building and on solar canopies located over a portion of the adjacent parking lot;
- b) authorize the Select Board to enter into and execute a renewable energy power purchase and/or net metering credit purchase agreement for the purchase of solar energy or net metering credits generated by said systems above for a term of up to twenty-five (25) years, on such terms and conditions as the Select Board deems to be in the best interests of the Town;
- c) authorize the Select Board, in conjunction with the Town Manager and Board of Assessors, pursuant to the provisions of Massachusetts General Laws Chapter 59, Section 5, clause 45, with the approval of Town Counsel as to form, to decide to enter into and execute a structured tax or payment in lieu of tax (PILOT) agreement in connection with said solar photovoltaic power generation system for a term of up to twenty-five (25) years upon, such terms and conditions as the Select Board shall deem to be in the best interest of the Town.

The Energy and Climate Committee recommends approval - 5-0-0

The Council on Aging recommends approval - 9-0-0

The Select Board recommends approval - 3-0-0

The Finance Committee recommends approval - 7-0-0

ACTION: Select Board member Adam Gutbezahl made the motion to see if the town will vote to a) authorize the Select Board to lease, as lessor, or license portions of the Council on Aging/Community Center (“CoA/CC”) building and parking lot at 8 Andrew Avenue for a term of not more than twenty-five (25) years for the installation and operation of solar photovoltaic power generation systems to be installed and operated on the roof of the CoA/CC building and on solar canopies located over a portion of the adjacent parking lot, and for this purpose, that the building and parking lot at 8 Andrew Avenue be transferred from the care, custody and control of the Select Board for the purposes for which it is held to the Select Board for the purpose for which it is held and for the purpose of leasing or licensing portions of said building and parking lot for the installation and operation of solar photovoltaic power generation systems;



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- b) Authorize the Select Board to enter into and execute a renewable energy power purchase and/or net metering credit purchase agreement for the purpose of solar energy or net metering credits generated by said systems above for a term of up to twenty-five (25) years, on such terms and conditions as the Select Board deems to be in the best interests of the Town;
- c) Authorize the Select Board, in conjunction with the Town Manager and Board of Assessors, pursuant to the provisions of Massachusetts General Laws Chapter 59, Section 5, clause 45, with the approval of Town Counsel as to form, to decide to enter into and execute a structured tax or payment in lieu of tax (PILOT) agreement in connection with said solar photovoltaic power generation system for a term of up to twenty-five (25) years upon, such terms and conditions as the Select Board shall deem to be in the best interest of the Town.

Mr. Gutbezahl deferred to the Energy and Climate Committee member John Harper. Mr. Harper stated the motion is the same in the Warrant, however, Mr. Gutbezahl returned to the podium to state that a) in the motion was different than that of the warrant, indicating the last few lines of the motion he read was additional language than the Warrant. Mr. Harper shared that this motion is only to vote on the how the facility will be built since other aspects of the project was voted at previous town meetings. Mr. Harper stated by using a 3rd party, it would generate financial savings for the Town. Mr. Harper ask those in attendance to support the article. Cliff Lewis, from the podium stated he doubted there was any opposition and therefore called the question. The Moderator asked for a vote to terminate debate, which requires a 2/3 majority. By electronic vote – yes – 171 / no – 2. Ms. Jones declared the motion carries to terminate the debate.

Following the vote to terminate the debate, Ms. Jones asked for a vote on Article 29.

Electronic Vote – Yes - 163 / No – 5

Moderator Jones stated the motion carries and disposed of Article 29.

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Article 30. Adopt the Massachusetts Specialized Energy Code

Proposed by: Select Board

To determine whether the Town will vote to amend Chapter 197, Stretch Energy Code, of the Town of Wayland General Bylaws to adopt a new Section 197- 4.A entitled “Specialized Energy Code” for the purpose of regulating the design and construction of buildings for the effective use of energy and reduction of greenhouse gas emissions, pursuant to the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including future editions, amendments or modifications thereto, with an effective date of January 1, 2025, a copy of which is on file with the Town Clerk, or take any other action relative thereto.

Chapter 197-4.A SPECIALIZED ENERGY CODE

§ 4.A ___ -1 Definitions

§ 4.A ___ -2 Purpose

§ 4.A ___ -3 Applicability

§ 4.A ___ -4 Specialized Energy Code

§ 4.A ___ -1 Definitions

Chapter 197 SPECIALIZED ENERGY CODE

International Energy Conservation Code (IECC) – The International Energy Conservation Code (IECC) is a building energy code created by the International Code Council. It is a model code adopted by many state and municipal governments in the United States for the establishment of minimum design and construction requirements for energy efficiency, and is updated on a three-year cycle. The baseline energy conservation requirements of the MA State Building Code are the IECC with Massachusetts amendments, as approved by the Board of Building Regulations and Standards and published in state regulations as part of 780 CMR.

Specialized Energy Code – Codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, the Specialized Energy Code adds residential and commercial appendices to the Massachusetts Stretch Energy Code, based on amendments to the respective net-zero appendices of the International Energy Conservation Code (IECC) to incorporate the energy efficiency of the Stretch Energy Code and further reduce the climate impacts of buildings built to this code, with the goal of achieving net-zero greenhouse gas emissions from the buildings sector no later than 2050.



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Article 30. Adopt the Massachusetts Specialized Energy Code (Cont'd)

Stretch Energy Code - Codified by the combination of 225 CMR 22 and 23¹, not including Appendices RC and CC, the Stretch Energy Code is a comprehensive set of amendments to the International Energy Conservation Code (IECC) seeking to achieve all lifecycle cost-effective energy efficiency in accordance with the Green Communities Act of 2008, as well as to reduce the climate impacts of buildings built to this code.

§ 4.A__-2 Purpose

The purpose of 225 CMR 22 and 23 including Appendices RC and CC, also referred to as the Specialized Energy Code is to provide a more energy efficient and low greenhouse gas emissions alternative to the Stretch Energy Code or the baseline Massachusetts Energy Code, applicable to the relevant sections of the building code for both new construction and existing buildings.

§ 4.A__-3 Applicability

This energy code applies to residential and commercial buildings.

§ __4.A_-4 Specialized Energy Code

The Specialized Energy Code, as codified by the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including any future editions, amendments, or modifications, is herein incorporated by reference into the Town of Wayland General Bylaws, Chapter 197.

The Specialized Energy Code is enforceable by the inspector of buildings or building commissioner.

The Energy and Climate Committee recommends approval - Vote 5-0-0

The Permanent Municipal Building Committee recommends approval - Vote 4-0-0

The Select Board recommends approval - Vote 5-0-0

The Finance Committee recommends approval - Vote 5-1-0



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 30. Adopt the Massachusetts Specialized Energy Code (Cont'd)

ACTION: Select Board Member Adam Gutbezahl made the motion for the Town to vote to amend the Town Code, Chapter 197, Stretch Energy Code, to adopt a new Section 197-4.A entitled “Specialized Energy Code” for the purpose of regulating the design and construction of buildings for the effective use of energy and reduction of greenhouse gas emissions, pursuant to the entirety of 225 CMR 22 and 23 including Appendices RC and CC, including future editions, amendments or modification thereto, with an effective date of January 1, 2025, as printed under Article 30 on pages 91-92 of the Warrant for the 2024 Annual Town Meeting. The motion was seconded.

Mr. Gutbezahl asked Ellen Tohn, co-chair of the Energy and Climate Committee to speak on the motion. Adopting this bylaw is consistent with both the MA Climate Act, and the Town’s Climate Action Mobilization Plan. If adopted, Wayland would be eligible for added state grants funds through the Department of Energy Resources Climate Leaders Program. It was also stated this bylaw would only affect new construction. Several residents spoke in favor of this bylaw, while others questioned how this would impact the electricity currently for Wayland. Harvey Michaels, a member of the Energy and Climate Committee, was able to answer that Wayland has about 1/5 electric draw, and the grid has about 60 empty seats. Mr. Michaels also asked for the town to support this bylaw.

Moderator Jones, observing no further comments or questions, asked for a vote.

Electronic vote – Yes – 134 / No – 28

Moderator Jones indicated the motion carries and disposed of Article 30.



True Attest Copy:

Trudy L. Reid, Town Clerk

Trudy L. Reid



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
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Article 31. Establish Athletic Fields Planning Committee

Proposed by: Petitioners

To determine whether the Town will vote to establish a new seven-member public body to be known as the Athletic Field Planning Committee (“AFP Committee”) comprised of the following four voting members: one member of the Board of Public Works to be selected by said Board, one member of the Recreation Commission to be selected by said Commission, one member of the School Committee to be selected by said Committee, and one member who is a resident of Wayland to be selected by the Town Manager; along with the following three non-voting members: Director Public Works Dept., Director Recreation Dept., and one member of the School Superintendent’s staff to be selected by the Superintendent. A quorum of the AFP Committee shall be three voting members, and no motion shall be adopted with fewer than three affirmative votes. The purpose of the AFP Committee is to create a multi-year plan for the provision and maintenance of a sufficient number of athletic fields to satisfy the needs of Wayland’s residents, particularly its school-age children. Each year the AFP Committee shall present its plan in a public report to the Town Manager, along with a request for funding said plan, commencing with the plan for FY 2026. The AFP Committee shall submit a report of its recent accomplishments for inclusion in the "Hear Reports" article of each Annual Town Meeting Warrant.

The AFP Committee shall:

- Establish and publish quality standards for Wayland’s grass fields
- Specify and publish the annual activities required to reliably maintain those quality standards
- Develop and publish a coherent multi-fiscal-year athletic field plan – including expense and capital budgets – that at its end-point will sustainably provide Wayland with the then-required capacity by
 - improving existing grass fields to achieve the quality standards, and maintaining them in that state
 - recommending the construction of new grass fields if necessary
- Advocate on behalf of the Town Manager for the plan’s FY 2026 expense and capital funding
- Each subsequent fiscal year, update and publish its multi-year athletic plan to reflect progress made and lessons learned, and advocate for the next fiscal year’s expense and capital funding

All meetings shall be held in conformance with the Open Meeting Law, M.G.L. c. 30A, §§ 18-25.



TOWN OF WAYLAND
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Wayland High School – Field House

Article 31. Establish Athletic Fields Planning Committee (Cont'd)

The Finance Committee recommends approval - 5-1-0

ACTION: Petitioner Dave Bernstein moved that the Town vote to establish a new seven-member public body to be known as the Athletic Field Planning Committee as printed under Article 31 on page 94 of the Warrant for the 2024 Annual Town Meeting. The motion was seconded.

Petitioner Dave Bernstein proceeded to speak to the motion by saying there are 27 usable grass fields in Wayland, 15 of which are owned by Wayland's Schools. Only 10 of the fields are irrigated, but the irrigation systems of 4 of those have long required significant repairs. Mr. Bernstein stated that the Finance Committee arguments opposed section of the warrant says the Recreation Department already maintains a long-term plan for the Town's natural grass field playing fields, but there is no step-by-step plan for the improvement of the fields. A plan was attempted back in July 2016, however, the School Committee, Recreation Commission and Board of Public Works entered into a Memorandum of Understanding; but this memorandum never produced even a first cut at a plan. Currently, the 5 year capital plan does not include a plan for the fields.

Select Board Vice Chair Carol Martin approached the podium to speak in opposition, and she shared the Select Board voted 5-0 not to support the Article 31. Ms. Martin feels the there is a narrow focus to only include the athletic fields. At this time, Ms. Martin turned over her remaining time to Town Manager, Michael McCall. Mr. McCall went on to explain a long time capital plan has been asked several times of for the use of town staff and town resources; there has been prior commitments to the fields, however, prior administration took no action. Mr. McCall is concerned with conflicts with staff for such a committee – requiring many department heads and staff to attend additional meetings, in addition to the meetings many are already committed to serve.

Ms. Martin returned to the podium to ask Town Counsel if this petition would overlap with the Town Manager Act, and cause a concern for potential conflicts. Carolyn Murray, representation from Town Counsel KP Law responded by saying there could be potential for conflicts with the Town Manager Act.



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Article 31. Establish Athletic Fields Planning Committee (Cont'd)

Susan Weinstein made a motion to exceed the time of the meeting in order to conclude Article 31, and the motion was seconded. By a voice vote, Moderator Jones declared the voice vote was unanimously to continue with the meeting in order to complete Article 31.

Several residents spoke in favor of the petition noting that many residents agrees the fields needs maintenance, one indicating the fields should be included in the capital budget. Several residents spoke against the petition indicating Wayland does not need additional boards or committees and agreed the Town Manager should be the one to manage the care issues of the fields. A resident moved the question, and a second was heard. The Moderator stopped the debate in order to take a vote which requires a 2/3 vote. By electronic vote, Yes - 130 – No - 10. Moderator Jones declared the motion to end debate passed by the 2/3 vote on Article 31.

Ms. Jones continued to take a vote on the petition.

Electronic vote – Yes - 45 / No - 96

Ms. Jones indicated the motion does not carry, declaring the vote failed. Seeing no further questions, Moderator Jones disposed of Article 31.

True Attest Copy:

Trudy L. Reid, Town Clerk

Trudy L. Reid





TOWN OF WAYLAND
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Article 32. Sell or Trade Vehicles and Equipment

Proposed by: Select Board

To determine whether the Town will vote to authorize the Select Board to sell or otherwise dispose of surplus vehicles, equipment, or other personal property in connection with the purchase of new vehicles, equipment, or other personal property.

<u>Department</u>	<u>Vehicle/Equipment</u>	<u>Year</u>
DPW	Trackless Sidewalk/Roadside Machine	2005
DPW	Ford F350 Utility Body Vehicle	2015
Police	Ford Explorer	2022
Police	Ford Taurus	2016

The Select Board recommends approval - Vote 5-0-0

The Finance Committee recommends approval - Vote 6-0-0

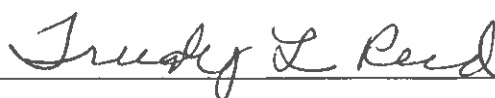
ACTION: Carol Martin, Vice-Chair of the Select Board, moved the motion under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Due to the lateness of the evening, and observing no questions or comments, the Moderator asked for a voice vote.

Hearing the affirmative unanimously, Ms. Jones declared the article passed and disposed of Article 32.

True Attest Copy:

Trudy L. Reid, Town Clerk







TOWN OF WAYLAND
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ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 33. Choose Town Officers

Proposed by: Select Board

To determine whether the Town will vote to choose Town officers, agents, trustees, councils, commissioners, boards, and committees not elected by official ballot:

Trustees of the Allen Fund	The Select Board
Fence Viewers	The Select Board
Field Drivers	The Constables
Measurers of Wood and Bark	Paul Doerr
	Gary Slep
	John R. Sullivan
Surveyors of Lumber	Judy Currier
	Susan W. Pope

The Select Board recommends approval - Vote 5-0-0

The Finance Committee recommends approval - Vote 7-0-0

ACTION: Select Board member Anne Brensley asked for motion to be removed from the abbreviated presentation procedure, and moved that the Town vote the following persons be nominated for the following offices in accordance with Article 33 on page 97 of the Warrant for the 2024 Annual Town Meeting Warrant:

Trustees of the Allen Fund	The Select Board
Fence Viewers	The Select Board
Field Drivers	The Constables
Measures of Wood and Bark	Paul Doerr
	Gary Slep
	John R. Sullivan
Surveyors of Lumber	Judy Currier
	Susan W. Pope
	Resident Hope Podell

The motion was seconded. By removing the motion from the abbreviated presentation procedures, this allowed Ms. Brensley to speak to the motion. Ms. Brensley indicated she reached out to other residents regarding these positions and there were no applicants.



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Article 33. Choose Town Officers (Cont'd)

Resident Hope Podell indicated she felt Susan Pope should be removed from this list as she has served too many years. Ms. Podell made several other comments, and eventually made a motion to amend the main motion. Moderator Jones moved for a vote on the amendment. Electronic voting – Yes – 28 / No – 103. Moderator Jones stated the amended motion failed.

Seeing no further comments or questions on the motion, Moderator asked for a voice vote on the motion. Hearing the voice vote, Moderator Jones declared the motion passed, and disposed of Article 33.



True Attest Copy:

Trudy L. Reid, Town Clerk

Trudy L. Reid



TOWN OF WAYLAND
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Wayland High School – Field House

Article 34. Community Preservation Act – Historic Preservation Project: Restoration of Stone’s Bridge

Proposed by: Community Preservation Committee

To determine whether the Town will vote to appropriate from the Community Preservation Fund not more than (1) \$100,000 from the Historic Preservation Fund and (2) \$300,000 from the Uncommitted Fund for historic preservation purposes to be expended by the Town, with the advance approval of the Historical Commission, to restore the entirety of Stone’s Bridge.

The CPC recommends approval - 6-0-0.

The Select Board recommends approval - 4-0-0

The Finance Committee recommends approval - 6-0-0

ACTION: Susan Weinstein, Chair of the Community Preservation Committee, moved that the Town vote to appropriate the sum of \$100,000 from the Community Preservation Fund Historic Preservation Fund and the sum of \$300,000 from the Community Preservation Fund Uncommitted Fund for the purpose of preserving and restoring the entirety of Stone’s Bridge, and funds to be expended under the direction of the Town Manager, with the advance approval of the Historical Commission. The motion was seconded.

Ms. Weinstein spoke to the motion to say that the work was not completed in prior years that was previously funded, and this funding, if approved would allow for the final completion.


Moderator Jones, observing no discussion, asked for a vote.

Electronic Vote: Yes – 115 / 19 No

Moderator Jones indicated the motion carries and disposed of Article 34.

True Attest Copy:

Trudy L. Reid, Town Clerk





TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
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Wayland High School – Field House

Article 35. Community Preservation Act – Community Housing Consultant Services
Proposed by: Community Preservation Committee

To determine whether the Town will vote to appropriate from the Community Preservation Fund Uncommitted Fund for community housing purposes not more than \$28,000 to be expended by the Town to engage one or more housing consultants during fiscal years 2025 and 2026 to support, coordinate, and advance the Town's community housing efforts.

The Community Preservation Committee recommends approval - 6-0-0

The Select Board recommends approval - 4-0-0

The Finance Committee recommends approval - 6-0-0

ACTION: Susan Weinstein, Chair of the Community Preservation Committee, moved the motion under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Due to the lateness of the evening, and observing no questions or comments, the Moderator asked for a voice vote.

Hearing the affirmative unanimously, Ms. Jones declared the article passed and disposed of Article 35.



True Attest Copy:

Trudy L. Reid, Town Clerk

Trudy L. Reid



TOWN OF WAYLAND
RECORD OF ACTION AND CERTIFICATION OF
ANNUAL TOWN MEETING
MONDAY, MAY 13, 2024 & TUESDAY, MAY 14, 2024
Wayland High School – Field House

Article 36 Hear Reports

Proposed by: Select Board

To determine whether the Town will vote to receive and act upon reports of Town officers, agents, trustees commissioners, board and committees:

- Board of Assessors (Appendix D)
- Community Preservation Committee (Appendix D)
- Planning Board (Appendix D)

The Select Board recommends approval - 4-0-0

The Finance Committee recommends approval - 6-0-0

ACTION: Anne Brensley, Select Board member, moved the motion under the abbreviated presentation procedure, as printed in the 2024 Annual Town Meeting Warrant Book.

Due to the lateness of the evening, and observing no questions or comments, the Moderator asked for a voice vote.

Hearing the affirmative unanimously, Ms. Jones declared the article passed and disposed of Article 36.

Upon the vote of Article 36, Select Board Chair William Whitley made a motion to adjourn the 2024 Annual Town Meeting, the motion was seconded. The 2024 Annual Town Meeting was adjourned Tuesday, May 14, 2024 at 10:46 PM

True Attest Copy:

Trudy L. Reid, Town Clerk





TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778
1-508-358-3630/3631 Town Clerk's Office
Trudy L. Reid, CMMC – Town Clerk
Terry Mansfield – Assistant Town Clerk

August 27, 2024

RE: Wayland Annual Town Meeting – May 13, 2024
By Law Decision from the Attorney General's Office
Warrant Article #26 (Zoning)

To Whom It May Concern:

Please be advised the letter of decision from the Attorney General's Office for the above referenced bylaw is attached, along with the certified vote of Article 26 from the above-mentioned Town Meeting date.

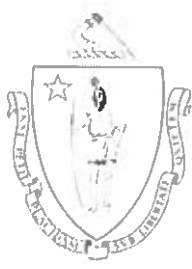
Pursuant to MGL Chapter 40, section 32, zoning by-laws and amendments take effect on the date of the town meeting after the posting and publishing requirements are satisfied. With the posting of this notice, Article 26 will be effective as of May 13, 2024.

Claims of invalidity because of any defects in the procedure of adoption or amendment may only be made within 90 days of this posting.

ATTEST:

A handwritten signature in cursive script, reading "Trudy L. Reid", is written over a horizontal line.

Trudy L. Reid, CMMC
Town Clerk



THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL

CENTRAL MASSACHUSETTS DIVISION
10 MECHANIC STREET, SUITE 301
WORCESTER, MA 01608

ANDREA JOY CAMPBELL
ATTORNEY GENERAL

(508) 792-7600
(508) 795-1991 fax
www.mass.gov/ago

August 26, 2024

Trudy L. Reid, Town Clerk
Town of Wayland
41 Cochituate Road
Wayland, MA 01778

Re: Wayland Annual Town Meeting of May 13, 2024 - Case # 11444
Warrant Article # 26 (Zoning)
Warrant Articles # 6, 12, 15, 16, 23 and 30 (General) ¹

Dear Ms. Reid:

Article 26 – Under Article 26 the Town amended its zoning by-law and zoning map to add a new “Multi-Family Housing Overlay District” (MFHD) where multi-family housing is allowed as of right in compliance with G.L. c. 40A, § 3A. We approve the amendments adopted under Article 26 and will return the approved map amendments to you by regular mail.

The Attorney General’s approval of the by-law amendments adopted under Articles 26 pursuant to G.L. c. 40, § 32 means that the by-law amendments will have lawful effect once the Town completes the posting/publishing requirements of G.L. c. 40, § 32. However, the Town must separately obtain the Executive Office of Housing and Livable Communities (EOHLC)’s determination that the Town has complied with Section 3A. See EOHLC “Compliance Guidelines for Multi-family Zoning Districts Under Section 3A of the Zoning Act,” p. 17.

Note: Pursuant to G.L. c. 40, § 32, neither general nor zoning by-laws take effect unless the Town has first satisfied the posting/publishing requirements of that statute.

¹ We will issue our decision on Articles 6, 12, 15, 16, 23 and 30 by our deadline of August 29, 2024.

Very truly yours,

ANDREA JOY CAMPBELL
ATTORNEY GENERAL

Margaret J. Hurley

By: Margaret J. Hurley
Assistant Attorney General
Chief, Central Massachusetts Division
Director, Municipal Law Unit
10 Mechanic Street, Suite 301
Worcester, MA 01608
(508) 792-7600

cc: Town Counsel Carolyn M. Murray



TOWN OF WAYLAND

41 COCHITUATE ROAD
WAYLAND, MASSACHUSETTS 01778
1-508-358-3630/3631 Town Clerk's Office
Trudy L. Reid, CMMC – Town Clerk
Terry Mansfield – Assistant Town Clerk

August 28, 2024

RE: Wayland Annual Town Meeting – May 13, 2024
By Law Decision from the Attorney General's Office
Warrant Articles #6, 12, 15, 16, 23, and 30 (General)

To Whom It May Concern:

Please be advised the letter of decision from the Attorney General's Office for the above referenced bylaw is attached, along with the certified vote of Articles 6, 12, 15, 16, 23, and 30 (General) from the above-mentioned Town Meeting date.

Pursuant to MGL Chapter 40, section 32, zoning by-laws and amendments take effect on the date of the town meeting after the posting and publishing requirements are satisfied. With the posting of this notice, the General Bylaw Articles will be effective as of August 28, 2024.

Claims of invalidity because of any defects in the procedure of adoption or amendment may only be made within 90 days of this posting.

ATTEST:


Trudy L. Reid, CMMC
Town Clerk



THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF THE ATTORNEY GENERAL

CENTRAL MASSACHUSETTS DIVISION
10 MECHANIC STREET, SUITE 301
WORCESTER, MA 01608

ANDREA JOY CAMPBELL
ATTORNEY GENERAL

(508) 792-7600
(508) 795-1991 fax
www.mass.gov/ago

August 28, 2024

Trudy L. Reid, Town Clerk
Town of Wayland
41 Cochituate Road
Wayland, MA 01778

Re: Wayland Annual Town Meeting of May 13, 2024 - Case # 11444
Warrant Article # 26 (Zoning)
Warrant Articles # 6, 12, 15, 16, 23 and 30 (General)

Dear Ms. Reid:

Articles 15, 16, 23, and 30 - We approve Articles 15, 16, 23, and 30 adopted at the Wayland May 13, 2024 Annual Town Meeting. Our comments on Article 23 are provided below.¹

Articles 6 and 12 - Under Article 6 the Town voted to amend Chapter 43, "Personnel," by making changes to the Personnel Wage and Classification Plan. Under Article 12 the Town voted to delete Chapter 43 and insert a new Chapter 43, "Personnel." We take no action on Articles 6 and 12 because they are amendments to the Town's personnel by-law adopted under G.L. c. 41, §§ 108A and 108C. Personnel by-laws adopted under G.L. c. 41, §§ 108A and 108C are not subject to the Attorney General's review and approval under G.L. c. 40 § 32. See G.L. c. 41, § 108A (the Legislature authorized towns to adopt by-laws to establish employment classification plans but exempted such by-laws from the Attorney General's review and approval); and G.L. c. 41, § 108C (the Legislature authorized towns to adopt consolidated personnel by-laws, including compensation provisions, but exempted such by-laws from Attorney General review and approval). For this reason, we take no action on Articles 6 and 12. The Town should consult with Town Counsel with any questions on this issue.

Article 23 - Under Article 23 the Town voted to add a new Section 95.2, "Extension of Moratorium on Synthetic/Artificial Turf," that extends its temporary moratorium on the construction of synthetic or artificial turf fields on Town-owned land for an additional three years. Because Article 23's temporary moratorium extension has a legitimate municipal purpose, it does not present a clear conflict with state law or the constitution, and we approve it. See Amherst v. Attorney General, 398 Mass. 793, 795-96 (1986) (requiring inconsistency with state law or the constitution for the Attorney General to disapprove a by-law).

¹ In a decision issued on August 26, 2024, we approved Article 26.

This decision briefly describes the by-law; discusses the Attorney General's standard of review of by-laws under G.L. c. 40, § 32; and then explains why, governed as we are by that standard, we approve Article 23.

I. Summary of Article 23

By way of background, at the Town's October 3, 2021 Special Town Meeting the Town adopted Article 1, a citizen-petitioned article, that amended the Town's general by-laws to add a new Chapter 95, "Moratorium on Synthetic/Artificial Turf." The new Chapter 95 imposed a three-year moratorium on the construction of synthetic or artificial turf fields on Town-owned land. We approved Article 1 in a decision issued on January 12, 2022, (See Case # 10335). Article 23 proposes to extend the moratorium for an additional three years as follows (with emphasis added):

Town Code § 95.2: Extension of Moratorium on Synthetic/Artificial Turf

Purpose: The moratorium prohibiting the construction of synthetic or artificial turf on Town land-established in Section 95.1 expires in January 2025. Because (a) the construction of the natural grass field at the Loker Conservation & Recreation Area has experienced significant delays and (b) because many of Wayland's grass fields were not properly constructed, lacking proper drainage and irrigation, and the Town has not yet established a multi-year plan that would bring these grass fields to optimal condition and maintain them in that state using organic techniques the Town will not have adequate experience with "natural grass solutions based on the use of the latest techniques for grass field construction and organic maintenance" when the moratorium expires. More time is needed to determine if natural grass fields are viable alternatives for Wayland. Further, this extended moratorium allows the Town the opportunity, under the overall direction of the Town Manager, to examine the extent to which synthetic/artificial turf is injurious to public health and safety, the environment and the climate compared to natural grass solutions.

Moratorium Extension: *The Town of Wayland shall neither install nor authorize or allow the installation of synthetic/artificial turf on any real estate owned by the Town for a period of three years from the expiration of the moratorium in § 95.1 or the effective date of this moratorium extension, whichever is later.* This moratorium extension shall not apply to the installation or use of synthetic/artificial turf in indoor facilities. An indoor facility is one that has a permanent roof enclosed by permanent non-removable, non-retractable walls and doors. This moratorium extension does not affect the use or maintenance of the existing synthetic turf field at the high school.

II. The Attorney General's Standard of Review of General By-laws

Our review of Article 23 is governed by G.L. c. 40, § 32. Pursuant to G.L. c. 40, § 32, the Attorney General has a "limited power of disapproval," and "[i]t is fundamental that every presumption is to be made in favor of the validity of municipal by-laws." Amherst, 398 Mass. at

795-96. The Attorney General does not review the policy arguments for or against the enactment. Id. at 798-99. Rather, in order to disapprove a by-law (or any portion thereof), the Attorney General must cite an inconsistency between the by-law and the state Constitution or laws. Id. at 796. “As a general proposition the cases dealing with the repugnancy or inconsistency of local regulations with State statutes have given considerable latitude to municipalities, requiring a sharp conflict between the local and State provisions before the local regulation has been held invalid.” Bloom v. Worcester, 363 Mass. 136, 154 (1973). “The legislative intent to preclude local action must be clear.” Id. at 155. Massachusetts has the “strongest type of home rule and municipal action is presumed to be valid.” Connors v. City of Boston, 430 Mass. 31, 35 (1999) (internal quotations and citations omitted).

III. Municipal Authority to Adopt a Temporary Moratorium

A temporary moratorium is within a town’s authority when there is a stated need for “study, reflection and decision on a subject matter of [some] complexity...” W.R. Grace & Co. v. Cambridge City Council, 56 Mass. App. Ct. 559, 569 (2002) (City’s temporary moratorium on building permits in two districts was within City’s authority to zone for public purposes). The Supreme Judicial Court’s holding in Zuckerman v. Hadley, 442 Mass. 511, 520-521 (2004) outlined the limitations on towns considering the adoption of development moratoria: “Except when used to give communities breathing room for periods reasonably necessary for the purposes of growth planning generally, or resource problem solving specifically, as determined by the specific circumstances of each case, such [moratorium] zoning ordinances do not serve a permissible public purpose, and are therefore unconstitutional.”

IV. Analysis of Article 23’s Extension of the Temporary Moratorium

The text of the temporary moratorium by-law states that due to delays and other construction issues associated with grass fields on Town-owned land, the Town has not had the opportunity to determine whether grass fields are a viable option to synthetic or artificial turf fields. In addition, based on Town Meeting’s discussion under Article 23 as provided to us as part of the certified vote, the Town is uncovering new problems with artificial fields, including drainage issues associated with recent heavy rainfall. By extending the temporary moratorium the Town will have more time to study and develop well implemented and well-maintained fields. Therefore, based on the materials submitted by the Town as part of its adoption of Article 23, the moratorium extension appears to be adopted for a legitimate planning purpose and it appears that the Town is continuing to utilize the moratorium for a legitimate municipal purpose. Zuckerman, 442 Mass. at 520-521. The moratorium continues to be limited in time (for an additional three years and is not of unlimited duration) and limited in scope (the use of synthetic or artificial turf fields on Town-owned land), which is consistent with the holding in Zuckerman.

Because the moratorium appears to be a reasonable mechanism to achieve a legitimate municipal purpose, we approve Article 23. However, we suggest that the Town continue to consult with Town Counsel to ensure that its efforts are carried out in a timely way so that the moratorium time period is used for its intended purpose: “to give communities breathing room for periods reasonably necessary for . . . resource problem solving specifically, as determined by the specific circumstances of each case” and is not of unlimited duration. Zuckerman, 442 Mass. at 520-521.

Note: Pursuant to G.L. c. 40, § 32, neither general nor zoning by-laws take effect unless the Town has first satisfied the posting/publishing requirements of that statute.

Very truly yours,
ANDREA JOY CAMPBELL
ATTORNEY GENERAL

Kelli E. Gunagan

By: Kelli E. Gunagan
Assistant Attorney General
Municipal Law Unit
10 Mechanic Street, Suite 301
Worcester, MA 01608
(508) 792-7600

cc: Town Counsel Carolyn M. Murray



**Town of Wayland
Town Building
41 Cochituate Road
Wayland, MA 01778**